

**To consider the need to move the Annual Meeting of the  
Parish Council.**

<b>Original Date</b>	<b>New proposed Date</b>
<b>Monday 10<sup>th</sup> May</b>	<b>Tuesday 4<sup>th</sup> May</b>

1. The [Coronavirus Act 2020, Part 1, Section 78](#) allows for Parish Councils to hold Virtual Meetings online instead of meetings in person until 6<sup>th</sup> May 2021.
2. The Council have a [legal obligation](#) to elect the Chair annually in May. If the Annual Meeting is held online after 6<sup>th</sup> May, there may be challenge regarding the legality of any decisions taken at the meeting.
3. [Lockdown restrictions](#) on meeting indoors continue until 21<sup>st</sup> June when more than one family may meet in a public place. This means the earliest the council can meet in person is 21<sup>st</sup> June. Therefore no meetings can take place between 7<sup>th</sup> May and 21<sup>st</sup> June, either in person or online unless legislation changes.
4. The Annual Governance & Accountability Return (AGAR) must to be submitted to the external Auditors by latest 1<sup>st</sup> July 2021 and therefore the Annual Accounts will need to be approved before that date. (No extension has been granted this year).
5. The Annual Audit will be undertaken on Tuesday 27<sup>th</sup> April, where the AGAR will be signed by the Auditor. In theory, the Agenda for the May meeting can be sent on Thursday 29<sup>th</sup> April giving three clear working days notice for Tuesday 4<sup>th</sup> May. (Saturday is included.)

**PROPOSAL: Move meeting to 4<sup>th</sup> May 2021 so that it can be held online and Council's obligations complied with.**