



## Danbury Parish Council

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13 May 2021

Dear Councillors

You are summoned to an **EXTRA ORDINARY PARISH COUNCIL MEETING** to be held at **the Old Pavilion, Dawson Memorial Field Danbury on Wednesday 19 May 2021** commencing **at 7.30pm** when the following business is proposed to be transacted.

Cllr S Berlyn

Chairman of Danbury Parish Council

Distribution: Members of Danbury Parish Council as follows:

Councillors S Berlyn (Chair), A Chapman (Vice Chair), J Armstrong, G Chapman, B Hallett, M Hessing, A Keeler, N Orange, P Sutton and J Thombs

Essex County Councillor J Spence

Chelmsford City Councillors R Ambor, B Shephard, I Wright

# AGENDA

## **21/22.21 Apologies for absence**

## **21/22.22 Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

## **21/22.23 Public Question Time**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

## **21/22.24 To approve Minutes of the Parish Council meetings held 5 May 2021**

To approve the minutes of the Parish Council meetings held on 5 May 2021

## **21/22.25 To receive the Internal Auditors report for year 2020/21**

To receive the report (Appendix 1)

## **21/22.26 To ratify the Annual Return for 2020 - 2021**

Members are requested to approve the Chairman and Clerk to sign the Annual Return for 2020/21 (Appendix 2)

*21/22.26 – 1 Proposal – that the Parish Council review and approve the Annual Governance Statement 2020/21 (Section 1)*

*21/22.26 – 2 Proposal – that the Parish Council review and approve the Accounting Statements 2020/21 (Section 2)*

## **21/22.27 Application for Public Works Loan**

To consider the report on the new recreational facilities (Appendix 3) on Dawson Memorial Field and agree that the Parish Council will resolve to seek approval of the Secretary of State for Housing, Communities and Local Government to apply for a Public Works Loan Board (PWL) loan of £90,000 over the borrowing term of 25 years for this project.

## **21/22.28 Dates of next meeting**

To Be Confirmed