

# KNEBWORTH PARISH COUNCIL

Serving the community since 1894

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7 May 2020

To; Councillors Charter, Conybeare, Cosson, Farr, Harrison, Hemingway, Godfrey, Jobling, Nash, Stringer, Willcocks, Ward

You are summoned to the **Meeting of the Parish Council** to be held in on **Wednesday 13 May 2020 at 8.00 p.m.**

Due to the Covid 19 Crisis this will be a virtual meeting.

Yours sincerely

Claire Graham (Mrs)  
Parish Clerk

*To assist in the speedy and efficient dispatch of business, members requiring further information on issues included in the Agenda are requested to enquire prior to the meeting.*

## AGENDA

### 1. Apologies

To receive and accept apologies for absence.

### 2. To Receive Declarations of Interest and Dispensation

### 3. Minutes

To resolve to approve the minutes of the meeting of the Council held on 8 April 2020

### 4. To Note the minutes of Committee Meetings

Planning Committee meeting held on 8 April 2020

### 5. Station Pub

To receive a report on the current status of the site and approve any necessary work

To consider appointment to provide quarterly reports on the business

To review and approve a licence to occupy for the Coach House

### 6. Clerk's Report

To receive a report from the clerk

### 7. Finance

7.1 To receive and approve annual accounts for the year ending 31 March 2020

7.2 To review the Internal Auditor's Report for 2019/20

7.3 To review and approve Annual Governance Statement 2019/20 (AGAR section 1)

7.4 To review and approve the Accounting Statement 2019/20 (AGAR Section 2)

7.5 To approve accounts paid from 1 April to 30 April 2020

7.6 To approve quotes

7.7 To approve signatories for bank mandate

7.8 To approve regular payee schedule