

## Harworth and Bircotes Town Council

I hereby give you notice of the Annual Harworth & Bircotes Town Council meeting to be held on Monday 17<sup>th</sup> May 2021 at 7pm in the Town Hall, Scrooby Road, Bircotes

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving the business proposed to be transacted at the meeting as set out hereunder.

**Please note that this meeting is purely for the Annual meeting election and the signing of the Annual Governance and Accountable Return, associated items and finance.**

For this meeting, and due to COVID-19 it is suggested that members of the public submit questions in writing in advance, rather than attend the meeting in person.

Dated this 11<sup>th</sup> May 2021

*W Davies*  
Officer

Public session 6.45pm

### Agenda

- 17040 Election of Chair
- 17041 Election of Vice-Chair
- 17042 To receive sign Declarations of Acceptance of Office from the Chair & Vice-Chair
- 17043 To receive apologies and reasons for absence
- 17044 To receive Declarations of Interests on any item on the agenda
- 17045 To approve the minutes of the meeting held 26<sup>th</sup> April 2021
- 17046 To receive completed GDPR security compliance checklist from Members
- 17047 To receive the Internal Audit report for 2020-21
- 17048 To consider the Annual Governance Statements for 2020-21
- 17049 To consider the Annual Statements of Accounts for 2020-21
- 17050 To review the Asset Register
- 17051 To appoint the Internal Auditor for 2021-22
- 17052 To consider the insurance renewal for 2021-22
- 17053 To approve payments and receive finance reports
- 17054 Time and date of the next Town Council meeting