

## **Gilberdyke Parish Council**

### **Arrangements for the 2021 Annual General Meeting due to the Coronavirus Emergency and Notice the Meeting will be held remotely on Tuesday, 13<sup>th</sup> April 2021.**

---

#### **Introduction**

Due to the current guidance on public meetings and gatherings, Gilberdyke Parish Council is proposing to hold the 2021 Annual General Meeting remotely on Tuesday, 13<sup>th</sup> April, preceding the April (ordinary) Parish Meeting.

As part of this and in order to promote transparency the Parish Council will be following the same process as last year to meet the spirit of the AGM in so far as allowing Cllrs to advise if they wish to continue in office role and also review / update their declarations of interest. Specifically, this means:

- To provide the opportunity for the Parish Chair to confirm (or otherwise) their intention to continue in the role for another year.
- To provide the opportunity for the Deputy Chair to confirm (or otherwise) their intention to continue in the role for another year.
- To allow Cllrs to put themselves forward for the roles (Chair / Deputy Chair)
- To provide the opportunity for all Parish Cllrs to confirm their intention to continue as Cllrs and for them to update their current Declarations of Interest.
- To provide the Parish Chair an opportunity to present a written End of Year Report / statement.
- To provide the Parish Clerk an opportunity to present a Financial End of Year report / statement.

The process for the above will be managed by the Parish Clerk who will distribute the necessary documentation (where possible this should be done electronically) with a date for return. Specifically, all Parish Cllrs will be issued with a 'Notification of Intent' for completion and return to the Parish Clerk no later than 30<sup>th</sup> April 2020.

The Parish Clerk will then provide a summary report to include the Chair's 'End of Year' Report and the 'Financial End of Year' Report, which will be read out at the Annual General Meeting on 13<sup>th</sup> April.

Members of the public are cordially invited to attend the AGM and details of this will be posted on the website and noticeboards.