



EAST PRESTON PARISH COUNCIL

From: Simon Cross Clerk to the Council

9th March 2021

Dear Councillor and Parishioners

RE: AUDIT & GOVERNANCE COMMITTEE

You are summoned to a Meeting of the above Committee to be held on **Monday, 15th March** via the Zoom remote meeting application commencing at **14:00**. Details for the Zoom meeting will be provided upon request.

The Public has the right to attend.

Yours sincerely

Clerk to the Council

To: All Members of the Audit & Governance Committee and other Members for information

A G E N D A

1. Introductions.
2. Apologies and Reasons for Absence.
3. Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests they may have in relation to items on this Agenda, and are reminded they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal interest and/or prejudicial interest
- c) the nature of the interest
- d) if it is a prejudicial or pecuniary interest, whether they will be exercising their right to speak under Public Question Time

4. A **Public Question Time** of up to fifteen minutes. Where it is not possible to give immediate answers, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Note: This Question Time is the only opportunity for the Public to ask questions and these questions must be related to items on this Agenda.

Members of the public are asked to identify themselves clearly when they begin to speak.

5. To approve the Minutes of the meeting held on 14th December 2020.
6. To receive an update on any matters from previous meetings.
7. To review the council's Code of Conduct.
8. To begin consideration of a Retention Policy for the council.
9. To receive any update about the Leases Working Party.
10. Urgent matters arising, for information only, since the preparation of this Agenda.
11. New items to be referred to the next meeting (19th July).

This meeting is open to the public. Where possible, members of the public are to be present five minutes before the start of the meeting.

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