



Blofield Parish Council

Chair – Rob Christie Clerk to the Council – Sarah Osbaldeston and Melanie Eversfield
Blofield Parish Council, 19 Willow Close, Brundall,
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You are invited to the online Annual Parish Council Meeting (APCM) on Monday 13th July 2020 at 7.00pm for the purpose of transacting the following business. This will be followed by the Parish Council meeting commencing as soon as this agenda is complete.

This is an online meeting, if you would like to 'attend', please contact the assistant clerk, Melanie Eversfield on blofieldpc@gmail.com for a copy of the meeting link before 1pm on Monday 13th July 2020.

Agenda

1. Welcome and Introduction to the meeting (RC)
2. Election of Chair
3. Election of Vice Chair
4. To accept apologies for absence
5. To remind all councilors to review and re-signed the code of conduct form in March
6. Election of two planning leads
7. **TO APPOINT VILLAGE HALL REPRESENTATIVES:**
 - 7.1. Two Margaret Harker Hall representatives
 - 7.2. Two Court House representatives
 - 7.3. Two Heathlands Community Centre representatives
8. To appoint the parish council trustee for Heathlands Community Centre
9. To appoint the hall project working group
10. **APPOINTMENT OF COUNCIL REPRESENTATIVES:**
 - 10.1. To note Blofield Fuel Charity trustees
 - 10.2. Appointment of two Reve Foundation charity trustees
 - 10.3. Appointment of two Relief-In-Need charity trustees
 - 10.4. Appointment of two tree wardens
 - 10.5. Appointment of two footpaths wardens
 - 10.6. Appointment of two Allotment representatives attending the BAA/Council working party
 - 10.7. Appointment of two Local Authority Cluster representatives
 - 10.8. Appointment of a Blofield Churchyard representative
 - 10.9. Appointment of Martys Marsh representatives
11. **FINANCE APPOINTMENTS:**
 - 11.1. Election of a Finance Chair
 - 11.2. To appoint finance working party and data protection working party members
 - 11.3. To appoint an internal 'finance control' from the council (to check finances)
 - 11.4. To approve the Council's Internal Auditor for 2020/21
 - 11.5. To approve 4 cheque signatories and two online authorisers
12. **CLOSE THE MEETING**