

EAST PENNARD PARISH COUNCIL ANNUAL ASSEMBLY

Serving East Pennard, Wraxall, Stone, Parbrook, Huxham, Hembridge and Little Pennard since 1894. Members of East Pennard Parish Council are hereby summoned to the Annual Assembly meeting of East Pennard Parish Council to be held at **7.30 pm on Thursday 27th May 2021 in the church.**

PUBLIC PARTICIPATION

Opportunity for members of the public to address the Parish Council

AGENDA

- 1) Apologies
- 2) Minutes of Last Meeting
- 3) Appoint a Chairman
- 4) Financial Report
- 5) Adoption of Accounts
- 6) United Charities Reports
- 7) Chairman's Report

EAST PENNARD PARISH COUNCIL MEETING

Members of East Pennard Parish Council are hereby summoned to the meeting of East Pennard Parish Council to be held at **8pm on Thursday 27th May 2021 in the church.**

PUBLIC PARTICIPATION

Opportunity for members of the public to address the Parish Council

AGENDA

- 1) Apologies
- 2) Minutes of Last Meeting
- 3) Matters Arising
- 4) Financial Report
- 5) Planning Applications
- 6) Broadband Provision
- 7) Village Hall
- 8) Parish Plan
- 9) Correspondence
- 10) Date of Next Meeting

Risk Assessment

A risk assessment of the venue has been carried out. Please note that both of the meetings above will be subject to the following constraints:

- Everyone who attends the meeting must use the hand sanitiser provided on arrival.
- All attendees to wear masks, unless medically exempt.
- Seating to comply with a 2 metre gap. Attendees to use alternate pews, keeping pews with the cushions pushed up vacant.
- All attendees to take personal responsibility for the importance of social distancing, both at the meeting and outside of it.
- All attendees to sign a register on arrival at the meeting to enable contact tracing in the event of a case of Covid-19. Data to be kept for 30 days.

Prior to the above meetings all attendees are encouraged to carry out a lateral flow test to protect everyone attending and to prevent the spread of COVID-19 – tests are available free to everyone. Follow link for information:

<https://www.gov.uk/find-covid-19-lateral-flow-test-site>

