BOREHAM PARISH COUNCIL
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21 July 2020

To Members of the Parish Council

You are hereby summoned to attend an Extraordinary Meeting of Boreham Parish Council via Zoom Meeting as called to sign off the Annual Return before the deadline submission date and called upon by all Cllrs at the meeting on 6th July 2020. The meeting will take place at **7.30 p.m.** on Monday 3rd August 2020 (Meeting ID: 816 979 0900 Password: Boreham) for the purpose of transacting the following business:

..... Mrs L Miller Clerk to the Parish Council

AGENDA

20/44 **Apologies for Absence.**

20/45 **To accept Councillors' Declarations of Interest:**
All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest.

20/46 **Public Participation Session (limited to 20 minutes subject to the Chairman's discretion).**

20/47 **To confirm the Minutes of the Parish Council Meeting held on 6th July 2020.**

20/48 **Portacabin**
To decide whether the Parish Council wish to pursue the following:
a) To purchase a portacabin as a Parish Office.
b) To consider locations for the portacabin.
c) To approve the quotation for groundworks for installation of a portacabin if agreed to site it where the Shelter is currently situated.
d) To arrange a visit to view the portacabin if option a is approved.

20/49 **To approve the Internal Auditor for 2020/21**

20/50 **To consider and approve the Annual Return:**
a) Section 1 – Annual Governance Statement 2019/120
b) Section 2 – Accounting Statements
c) Section 3 - Annual Internal Audit Report 2019/20

The proposed date and time of the next Parish Council Meeting of Boreham Parish Council is at 7.30pm on Monday 7th September 2020. It is anticipated that this will be the first meeting held at the Village Hall but further details regarding this will be confirmed in due course.