



Doddiscombsleigh Parish Council

NOTICE OF MEETING

Notice is hereby given of the following Annual Council meeting to be held on
Tuesday, 21st May 2024 at 7.30pm at Woodah Farm
following the Annual Parish Meeting of the Electors

All members of the Council are hereby summoned to attend the meeting for the purpose of transacting the following business.

AGENDA

Annual Council Business

- 1 Election of Chairman**
- 2 Declaration of Acceptance of Office**
- 3 Apologies for Absence**
- 4 Declarations of Interest / Requests for Dispensations**
- 5 County and District Councillors' Report**
- 6 Councillor Vacancy and Co-option**
To consider any applications received
- 7 To Appoint Councillors to Dedicated Responsibilities**
- 8 To Review of Governance Documents**
Standing Orders, Code of Conduct, Financial Regulations and Statement of Internal Control
- 9 To Review the Council's Policies and Procedures**
Website Advertising Policy, Complaints Procedure, Publication Scheme under the Freedom of Information Act, Privacy Notices, Scheme of Delegations and Website Accessibility Statement
- 10 To Review the Memorandum of Understanding with Doddiscombsleigh Primary School Governing Body**

11 To Review the Subscriptions to Other Bodies

12 To Decide about the Time and Place of Next Meetings until the Next Annual Meeting

13 To Approve the Annual Governance and Accountability Return 2023/24

13.1 Internal Auditor's Report

13.2 Approval of Governance Statement

13.3 Approval of Statement of Accounts

13.4 Decision about Certifying the Parish Council as Exempt from External Audit

13.5 Agree Dates for Exercise of Public Rights

Monthly Council Business

Open Forum

For public views on items on this agenda. This will last for no more than 15 minutes.

14 Ratification of Minutes of Previous Meeting

Ordinary Council meeting of 16 April 2024

15 Planning Matters

15.1 To Note Planning Decisions and to Receive Planning Updates

15.2 To Discuss Other Planning Related Issues

16 Finance

16.1 To Receive a Finance Report

16.2 To Review the Banking Arrangements

16.3 Approval of Expenditure

Venue hire 14 May 2024 £10.00

Card monthly fee April 2024 £3.00

Drain clearing £75.00

Antivirus program £14.99

Printer ink £51.19

Microsoft 365 annual subscription £59.99

Information Commissioner fee £35.00

Insurance £354.55

17 To Receive Reports and Updates

17.1 To Receive a Lengthsman Update

17.2 To Receive a Highways Update

17.3 To Receive an Update about the Triangle

17.4 To Receive an Update about the Notice Board

17.5 To Receive an Update about the Bus Shelter

17.6 To Receive a Parish Path Partnership and Footpath Update

18 To Discuss Support for the Village Fete

19 To Discuss a Possible Response to the Statutory Review of Polling Districts and Polling Places Consultation

20 Clerk's Correspondence

Recent urgent correspondence not covered above

21 Chairman's Remarks

Agnes Miller – Parish Clerk 14 May 2024