

Diptford Parish Council AGM

Tuesday 10th May 2022, 7.00 pm

At Diptford Village Hall

To all Members of the Council

You are hereby summoned to attend the annual council meeting of Diptford Parish Council to be held on Wednesday 10th May 2022 for the purpose of transacting the following business

Ali Kohler

Ali Kohler, Clerk to the Council

Date 5th May 2022

AGENDA

Members of the public are welcome to attend:

2022 034 Election of officers

1. Election of Chairman and completion of Declaration of Acceptance of Office
2. Election of Vice-Chairman and completion of Declaration of Acceptance of Office

2022 035 To accept apologies for absence

2022 036 In accordance with the Public Bodies (Admission to Meetings) Act 1960, S1(2), the Council is to determine which items, if any, should be taken with the public excluded.

Reports from District and County Councillors

2022 037 To note declarations of interest and dispensations in items on the Agenda.

2022 038 To confirm the Minutes of the Meeting held on the 12th April 2022

2022 039 To appoint members to serve on the following Committees and outside bodies and hold specific responsibilities:

Committee/Outside body	2021/22 Members
Village Hall Committee	Cllr Hill
P3 liaison	Cllr Parker-Davidson
GDPR liaison	Cllr Parker-Davidson
Diptford Community Fund	Cllrs Baggott & Lethbridge
Community Lengthsman liaison	Cllrs Hill & Parker-Davidson
Playing Field Group	Cllrs Foster & Lethbridge
Health	Cllr Peach
Website	Cllr Parker-Davidson
Dementia Friendly Parish	Cllr Parker-Davidson
Eleemosynary	Cllrs Foster, Peach and Lethbridge

2022 040 To approve Parish Council arrangements

Snow Warden Andrew Savery
Internal Auditor Alison Marshall

2022 041 To agree a plan and dates for future meetings

2022 042 To review subscriptions to other bodies:

DALC £122.00

ICO £35.00

2022 043 To consider the insurance quotations received and agree renewal:

The renewal quote has not yet been emailed to us. If it comes through before the meeting, the information will be forwarded on to councillors for consideration.

2022 044 To resolve to re-adopt the following policies and Council documents:

Assets Register	Grievance policy
Code of conduct	Health and safety policy
Complaints policy	Publication scheme
Data privacy	Risk schedule
Disciplinary procedure	Standing orders
Equality and diversity policy	Statement of internal control
Financial regulations	Training and development policy

2022 045 Diptford Playing Field

- a) Diptford Amenity Trust Accounts 28th April

Current account – to be advised

Savings Account – to be advised.

Currently Clerk has no access to these 2 bank accounts to provide accurate up to date figures. Hopefully Clerk will be able to advise at the meeting if access is gained to accounts.

- b) To consider applying for grant funding for resurfacing the tennis court – grant for this was previously discussed.

2022 046 Highways and Community Lengthsman

- a) To agree any work for The Lengthsman or to report to DC

- b) Update on highways notices will be at the meeting due to notices being confirmed as some have been cancelled or postponed. The most up to date information will be confirmed at the meeting by Clerk.

2022 047 To note planning decisions made by SHDC:

No planning decisions to note or be discussed. Enforcement cases have been forwarded directly to Parish Councillors for information only and not discussion at the meeting.

2022 048 Finance

1. To approve payments and note receipts:

DALC training course £72.00 (VAT £12)
 DALC annual subscription £137.89 (VAT £15.89)
 J Widdecombe (Lengthsman) - £180.00 (VAT £30.00)
 SHDC Precept -£7050.00
 Clerks Office £16.00
 Clerks Mileage £9.00
 Clerks Stationery £10.00
 Clerks Salary April 22 £324.67
 HMRC PAYE £58.40

2. To receive the Financial Statement

Current Account 30 April 2022	11470.12
MINUS Unpresented: Clerk's Office 16.00 Mileage 9.00 Clerk Stationery 10.00 R Paul Xmas Tree	135.00
PLUS Uncleared receipts	0
Current Account	11335.12
Savings Accounts	9988.67
TOTAL FUNDS	21320.79

184	P3 - Footpath maintenance
800	Winter Emergency Planning
3183	Community lengthsman project
2,196	Amenity trust
1,806	Contingency
8169	Total

Total uncommitted funds £13,151.79

2022 049 Annual Governance and Accountability Return (Distributed previously)

- a) To resolve to use the certificate of exemption instead of the full internal report
- b) To approve Section 1 of the Annual Governance Statement 2021-2022
- c) To approve Section 2 Accounting Statements 2021-2022
- d) To agree the dates for the period for the exercise of public rights
(The inspection period must be 30 working days inclusive and must include the first 10 working days of July.)

2022 050 Internal Audit

To agree renewal of contract for 2022 = £120

2022 051 Keysafe at noticeboard**2022 052 Jubilee Celebrations – update**

Date of Next Meeting – 14th June at 7pm at the Diptford Village Hall