

Diptford Parish Council Annual General Meeting

Thursday 25th May 2023

Diptford Village Hall

MINUTES

Present Cllrs Franklin (Vice Chair), Hill (SH), Parker-Davidson (SPD), Peach (CP), Crocker (TC), David Hancock (DH) (SHDC) and Ali Kohler (Clerk)

One member of the public attended.

2023 01 AGM Election of Officers

1. Cllr Franklin was proposed as Chair by Cllr Peach and seconded by Cllr Crocker
2. Cllr Parker-Davidson was proposed as Vice Chair by Cllr Peach and seconded by Cllr Franklin

2023 02 AGM Apologies for absence were received from Cllrs Lethbridge (LL), Pannell (GP) (SHDC), Thomas (DT) (DCC)

2023 03 AGM There were no items to be taken with the public excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1(2).

2023 04 AGM There were no declarations of interest and/or dispensations to note for any agenda item.

2023 05 AGM The minutes of the Meeting held on 10th May 2022 were confirmed as correct and signed by the Chair

2023 06 AGM The appointment of members to service on the following Committees and outside bodies and hold specific responsibilities were confirmed as follows

Committee/Outside Body	2023/2024 Members
Parish Hall Committee	Cllr Hill
P3 liason	Cllr Parker-Davidson & Cllr Crocker
GDPR	Cllr Parker-Davidson
Diptford Community Fund	Cllrs Lethbridge & vacancy
Community Lengthsman liaison	Cllrs Hill and Cllr Parker-Davidson
Playing Field Group	Cllrs Lethbridge & vacancy
Health	Cllr Peach
Website	Cllr Parker-Davidson
Dementia Friendly Parish	Cllr Parker-Davidson
Eleemosynary	Cllrs Peach, Cllr Crocker & vacancy

Note the committee vacancies will be filled once the parish councillor vacancies have been filled

2023 07 AGM Approval of Parish Council arrangements

The following arrangements were agreed to continue

- a) Snow Warden – Andrew Savery – to be emailed to confirm if he still wishes to continue as snow warden.
- b) Internal Auditor – Paul Russell

2023 08 AGM Future Meetings

It was agreed that meetings should continue to be held on the second Tuesday of the month in the Village Hall.

2023 09 AGM Subscriptions to Other bodies

The following subscriptions were agreed:

- a) DALC - £163.90
- b) ICO - £35.00

2023 10AGM Parish Council insurance

The renewal quote of £206.08 with Zurich insurance was agreed for 2023/2024

2023 11 AGM Policies and Council Documents

The following policies and council documents were re-adopted.

Asset 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

2023 12 AGM Diptford Playing Field

Diptford Amenity Trust Accounts 28th April 2023
Current Account - £1,206.27
Savings Account - £46.43

2023 13 AGM Internal Audit

The contract for the internal audit was approved for 2023 = £150 plus VAT

Date of Next Meeting:

Tuesday 13th June 2023 at 7pm at the Diptford Village Hall

Meeting Closed at 7.20pm