

CHARDSTOCK PARISH COUNCIL

Clerk: Sally Freemantle

All council meetings are open to members of the public and the press.
(Public Bodies[Admission to Meetings] Act 1960)
ALL MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC.

Dear Councillor,

You are summoned to the Annual Meeting of the Chardstock Parish Council on
Wednesday 8th May 2024 at 7.00pm to be held in Chardstock Community Hall

To consider the following business:

FIRE REGULATIONS

Public Forum:

i) Clerk to invite members of the public to ask questions and make representations

AM	24	45	Election of Chair
AM	24	46	Signing of Chair's Declaration of Acceptance of Office
AM	24	47	Election of Vice-Chair
AM	24	48	To receive and, if thought fit, approve apologies for absence from members
AM	24	49	To receive and note any other apologies for absence
AM	24	50	To receive any declarations of interest from members of the Parish Council
AM	24	51	To review minutes of previous Annual Parish Council meeting held on Wednesday 17th May 2023 as approved and adopted on 14th June 2023 a) Matters arising from those minutes
AM	24	52	To consider and, if thought fit, approve the minutes of previous Ordinary Meeting held on Wednesday 24th April 2024 a) Matters arising from those minutes
AM	24	53	To note recent resignation from the Parish Council of Lavinia Sonnenberg
AM	24	54	To appoint Responsible Financial Officer for the 2024-2025 financial period
AM	24	55	To consider payment of Chair's Allowance for financial year 2024-25
AM	24	56	To consider payments of Member's Allowances for financial year 2024-25 To consider the election of Members / Parishioners for honorary roles:
AM	24	57	Community Hall Representative: Vacancy exists
AM	24	58	DALC Representative: Currently the Chair holds this role, <i>ex officio</i>
AM	24	59	Nominations for Honorary Footpath (P3) Warden
AM	24	60	Nominations for Honorary Tree Warden
AM	24	61	Nominations for Honorary Parish Naturalist
AM	24	62	To consider renewal of subscriptions / membership of the following bodies: a) NALC / DALC b) Blackdown Hills Parish Network subscription
AM	24	63	To confirm insurance arrangements for next 12 months
AM	24	64	To receive report from RFO on the ongoing arrangements for the ongoing completion and submission of the 2023-24 Annual Governance and Accountability Return (AGAR3)
AM	24	65	To consider the dates for publication of the Notice Period for the Exercise of Public Rights for financial period 2023-24 <i>Proposed for Monday 1 July 2024 – Friday 9 August 2024 inclusive</i>

AM	24	66	<p>Annual Review and Adoption of Chardstock Parish Council Policies and Procedures;</p> <p>a) Standing Orders b) Financial Regulations c) To adopt Council's Code of Conduct Policy for 2024-25</p>
AM	24	67	<p>Chair's announcements / Matters of urgency for reporting only</p>
AM	24	68	<p>Financial Matters:</p> <p>a) To consider and, if thought fit, approve Accounts for Payment as previously circulated to members for April 2024 b) To consider expenditure authorised under Chair's and/or RFO's delegated powers as per adopted Financial Regulations <i>(financial regulations extant)</i> c) To consider and, if thought fit, approve Financial Reports for April 2024 d) Questions to RFO from members regarding financial reports e) Resolution: That Chardstock Parish Council has fulfilled, and met, the requirements as required under the Transparency Code regulations for smaller local authorities f) Resolution: That Chardstock Parish Council will continue to publish all information as required under the relevant regulations for smaller local authorities <i>Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015</i></p>
AM	24	69	<p>Planning Matters:</p> <p>a)i) To consider planning applications received: None advised a)ii) To ratify planning comments submitted under delegated authority: None to be considered b) Tree Matters; None advised c) Determinations advised; None advised <i>* Denotes where decision varies with Council's views / comments</i> d) Planning Correspondence received; None received</p>
AM	24	70	<p>Business to be considered:</p> <p>a) To consider ongoing work on the Emergency Planning for the parish b) To consider arrangements for training courses in the forthcoming Council year (to 31/3/2025) c) To consider purchase of a computer monitor/screen and mobile telephone for use by the Parish Clerk d) To consider articles for publication in the Parish magazine on behalf of the Parish Council</p>
AM	24	71	<p>Correspondence received - that not already circulated to members (for information only)</p>
AM	24	72	<p>Date of Next Annual Meeting - Wednesday 14th May 2025</p>
AM	24	73	<p><i>It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.</i></p>
AM	24	74	<p>Matters to be considered in confidence. None</p> <p>With no further business to attend to, the Chair will close the meeting</p>

Sally Freemantle

Sally Freemantle
Clerk to the Parish Council
1st May 2024