

Doveridge Parish Council Agenda

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9th May 2023

To: The Chairman and Members of Doveridge Parish Council

Dear Councillor,

You are summoned to attend the **Annual Parish Council Meeting** of Doveridge Parish Council, to be held on Tuesday 16th May 2023 at **7.15pm** in the Village Hall kitchen, Doveridge.

Yours sincerely,

Kate Darcy
Clerk & RFO

Agenda

1. **Election of Chair**
2. **Election of Vice Chair**
3. **Declarations of office/Acceptance of Office**
4. **To receive apologies for absence.**
5. **Variation of Order of Business.**
6. **Declaration of Members Interests.**

Please note.

(a) Members must ensure that they make a Declaration of Interest prior to the start of the meeting in respect of items on the agenda and must indicate the action to be taken (i.e., to stay in the meeting, to leave the meeting or to stay in the meeting to make representations and then leave the meeting prior to any consideration of determination or the item)

(b) Where a member indicates that they have a prejudicial interest declared above but wish to make representations regarding the item before leaving the meeting, those representations must be made under item c of Public Speaking.
7. **Public Speaking**

(a) A period of not more than three minutes will be made available for members of the public and Members of the Council to comment on any matter.

(b) If a Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

(c) Members declaring an interest who wish to make representations or give evidence shall do so at this stage.

- 8. To approve the Minutes of the Parish Council held on the 25th of April 2023.**
- 9. Chairmans Announcements**
- 10. To Review/Election of Members to sit on Parish Council Working Groups/Committees and to Review Terms of Reference & Delegation of Authority of Committees as required.**
- 11. To Review/Election of Members on Outside Bodies**
- 12. Review/Adoption of Doveridge Parish Council Standing Orders**
- 13. Review/Adoption of Financial Doveridge Parish Council Financial Regulations**
- 14. Review of other Policies - (See Policy review Schedule)**
- 15. Review of Assets held by Parish Council**
- 16. Renewal of Parish Council Insurance**
- 17. Parish Council Meeting dates 2023/4**
- 18. Finance**

a) Income and payments to 16th May 2023

To approve the income and payments made and to be made to 16th May 2023

To approve Accounts, Monthly Budget Appraisal and Bank Reconciliation.

*An update may be provided at the Meeting. Please note that all invoices are available for inspection. Please contact the Clerk if you have any questions **prior** to the Meeting.*

b) Authorisation of signatories (to review bank signatories)

c) To approve insurance renewal for Parish Council Mower - £427.71

d) To consider donation to gardening club for 2023/4 - £40

e) To consider renewal of CPRE membership - £36.00

19. Report from the Clerk on on-going matters

20. Planning Applications

To consider Planning Applications received since the last meeting and note any decisions made on existing applications.

Applications

None

Decisions

23/00259/FUL Steve Foster Crane Hire Units 1 To 3 Derby Road Doveridge -Erection of rear covered storage area - Granted.

21. Burial Ground

22. Allotments

-To review Allotment Agreement and Charges

-Allotment and Biodiversity Project -To consider proposal

23. Parish Magazine

-to agree co-ordinator of article

24. MEETING CLOSE