

Diptford Parish Council AGM

Thursday 14th May 2024, 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 Thursday 14th May 2023 for the purpose of transacting the following business.

Ali Kohler

Ali Kohler, Clerk to the Council

Date 8th May 2024

AGENDA

Members of the public are welcome to attend:

2024 01 AGM 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

2024 02 AGM To accept apologies for absence – Cllr Parker-Davidson

2024 03 AGM 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

2024 04 AGM To note declarations of interest and dispensations in items on the Agenda.

2024 05 AGM To confirm the Minutes of the Meeting held on the 25th May 2023

2023 06 AGM To appoint members to serve on the following Committees and outside bodies and hold specific responsibilities:

| Committee/Outside body | 2022/23 Members |
|------------------------------|--------------------------------------|
| Village Hall Committee | Cllr Hill |
| P3 liaison | Cllr Parker-Davidson, Jeremy Randall |
| GDPR liaison | Cllr Parker-Davidson |
| Diptford Community Fund | Cllrs Lethbridge & vacancy |
| Community Lengthsman liaison | Cllrs Hill & Parker-Davidson |
| Playing Field Group | Cllrs Lethbridge & vacancy |
| Health | Cllr Peach |
| Website | Cllr Parker-Davidson |
| Dementia Friendly Parish | Cllr Parker-Davidson |
| Eleemosynary | Cllrs, Peach, Lethbridge & vacancy |

2024 07 AGM To approve Parish Council arrangements.

Snow Warden Andrew Savery
Internal Auditor Paul Russell

2024 08 AGM To agree a plan and dates for future meetings.

2024 09 AGM To review subscriptions to other bodies:

DALC £230.16

2024 10 AGM To consider the insurance quotations received and agree renewal:

The renewal quote is £206.08 for the next year with Zurich Insurance

2024 11 AGM 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 |

2024 12 AGM Diptford Playing Field

Diptford Amenity Trust Accounts 8th May 2024

Current account – £5,948.00

Savings Account – £1,160.98

2024 13 AGM Internal Audit

To agree renewal of contract for 2024 = £150 plus VAT

2024 014 Parish Councillors email addresses

Date of Next Meeting – Tuesday 18th June 2024 at 7pm at the Diptford Village Hall