

Diptford Parish Council Annual General Meeting

Tuesday 14th May 2024

Diptford Village Hall

MINUTES

Present Cllrs Franklin (SF)(Chair), Hill (SH), P, Peach (CP), Crocker (TC), Lethbridge (LL), Jeremy Randall (JR) David Hancock (DH) (SHDC), Thomas (DT) (DCC) and Ali Kohler (Clerk)

One member of the public attended.

2024 01 AGM Election of Officers

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

2024 02 AGM Apologies for absence were received from Cllrs Pannell (GP) (SHDC), Parker-Davidson (SPD), and Lucy Carrol (LC)

2024 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).

2024 04 AGM There were no declarations of interest and/or dispensations to note for any agenda item.

2024 05 AGM The minutes of the Meeting held on 25th May 2023 were confirmed as correct and signed by the Chair.

2024 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	2024/2025 Members
Parish Hall Committee	Cllr Hill
P3 liason	Cllr Parker-Davidson & Cllr Randall
GDPR	Cllr Parker-Davidson
Diptford Community Fund	Cllrs Peach
Community Lengthsman liaison	Cllrs Hill and Cllr Parker-Davidson
Playing Field Group	Cllrs Hill & Cllr Parker Davidson
Website	Cllr Parker-Davidson, Ali Kohler (Clerk)
Dementia Friendly Parish	Cllr Parker-Davidson
Eleemosynary	Cllr Crocker & Cllr Franklin

2024 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
- c) Odd Job Man – Ralph Mortimore

2024 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.

2024 09 AGM Subscriptions to Other bodies

The following subscriptions were agreed:

- a) DALC - £230.16

2024 10 AGM Parish Council insurance

The renewal quote of £206.08 with Zurich insurance was agreed for 2024/2025

2024 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

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

The contract for the internal audit was approved for 2024 = £150 plus VAT.

2024 14 AGM Parish Councillors email addresses

It was agreed that these would be set up with Web site provider.

Date of Next AGM Meeting:

Tuesday 13th May 2025 at 7pm at the Diptford Village Hall

Meeting Closed at 7.46pm