



Notice is hereby given of the following Annual Parish, Annual Council and Ordinary meeting to be held on

Thursday 5th May 2016 in the Village School starting at 7.30pm

AGENDA

Annual Parish Meeting of the Electors of Doddyscombsleigh

1. Apologies for Absence & Declarations of Interest
2. Minutes of the Annual Meeting of the Electors held on 12th March 2015 (circulated)
3. Chairman's Report for the year 2015/16
4. Officer's reports for the year: Planning (Cllr Prest); Highways & Environment (Cllr Parrott and Prest); Affordable Housing (Cllr Turney); Footpaths & Neighbourhood Watch (Cllr Plummer); Defibrillator (Cllr Turney); Church (Cllr Porter); Welcome Pack (Cllr Porter); Events co-ordinator (Cllr Plummer); Emergency Disaster Planning (Cllr Porter).
5. Ideas for future projects
6. Open Discussion for parishioners
7. Close

Annual Council Meeting

1. Apologies for absence & Declarations of Interest
2. Election of Chairman and Vice-chairman; Appointment of Councillors dedicated responsibilities
3. Election of representatives (TALC and DALC)
4. Minutes of the Annual Council Meeting held on 18th May 2015 (circulated)
 - 4.1 Governance Statement
 - 4.2 Statement of Accounts
 - 4.3 Review of Financial Regulations, Statement of Internal Control, Risk Register, Asset Register & Standing Orders.
5. Internal Audit arrangements & fee
6. Close

Ordinary Council Meeting

Notice is hereby given of the following ordinary meeting to be held on

Thursday 5 May 2016 in the Village School starting at 7.30pm

Open Forum – For public views on items on this agenda

1. **Ratification of Minutes of Previous Meeting (circulated)** - Ordinary meeting of 10 March 2016
2. **County & District Councilors' Reports**
3. **Matters Arising**
 - 3.1 **Drainage Committee / Workforce** – Cllr Porter
 - 3.2 **Neighbourhood Watch** – Cllr Plummer
 - 3.3 **HM The Queen 90th Birthday Celebrations** – Report on event Cllr Plummer
 - 3.4 **Transparency Code Compliance**– Clerk to update

- 3.5 Community Questionnaire** – Cllr Parrott
- 3.6 Parish Lengthsman (Hennoock)** - Clerk to update
- 3.7 Clerk Contract of Employment** (circulated)

4. Notice of Casual Vacancies – Clerk

5. Community First Responders – Vanessa Fraser

6. Defibrillator & First Aid – Clerk and Vanessa Fraser

7. Finance

7.1 Report – Bank account balance

7.2 Approval of expenditure – Clerks salary and disbursements (March & April)
- Drain clearance £15

7.3 HMRC – update Clerk

8. Highways & Footpaths - issues which need attention

9. Clerks Correspondence – Recent urgent correspondence not covered above

10. Chairman's Remarks

11. Date of Next Meeting – Thursday 14 July 2016

Clerk to the Parish - Sarah Sharpe