

Drewsteignton Parish Council.

Clerk: Alice Turner, Clerk@drewsteigntonparish.co.uk / 01837 83484
www.drewsteigntonparish.co.uk

Notice is hereby given that the Annual meeting of the Council will take place on Monday 16th May 2022 at 7.30pm in Drewsteignton Village Hall.

All Councillors are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the public are welcome to attend.

Covid-19 Safety Protocol:

- Please do not attend if you have Covid-19 to protect others.
- Please use the hand sanitiser provided and respect the personal space of others in attendance.
- All members of the public are asked to remain seated while attending the meeting.

An audio recording will be taken from Item 1.5.22 onwards to assist with taking the Minutes.

AGENDA

1.5.22: Welcome.

Chair to open the meeting & remind everyone that the Clerk is taking an audio recording to aid with taking the minutes, the recording will be deleted once the draft minutes are published.

2.5.22: Election of Chair

To include signing of declaration of acceptance of office form.

3.5.22 Election of Vice-Chair

To include signing of declaration of acceptance of office form.

4.5.22 Co-option Vacancies (Chair)

Cllrs to consider candidates who have been confirmed as eligible to stand prior the Meeting.

5.5.22 Apologies for absence:

Resolution to approve apologies (with reasons) made to the Clerk prior to the meeting.

6.5.22: Minutes of the Last Meeting. [Draft Minutes available on the website.](#)

Cllrs to consider the approval of Minutes of the meeting held Monday 21st March 2022.

7.5.22: Declarations of Interest.

Cllrs are invited to declare any interests they may have in items on this agenda, including the nature of the interest. Cllrs are reminded of their responsibility to keep their Register of Interests updated.

8.5.22: Public Speaking Time (max. 3minutes/person. Session time: 10 minutes).

Members of the public are invited to speak on issues on this Agenda, raise issues for future consideration, or other matters which the council has some control over during this item. Members of the public may not speak during other items unless invited to at the Chair's discretion.

9.5.22: To receive reports from County Cllr. McInnes & Borough Cllr Ridgers.

10.5.22 Year End Financial documents. (Clerk)

- a) To receive Internal Auditors Report for financial year 2021-22.
- b) To approve Certificate of Exemption from External Audit for the 2021-2022 year.
- c) To complete and approve Annual Governance Statement 2021-22.
- d) To approve Annual Accounting Statement 2021-22 & supporting documents.
- e) Dates for Exercise of Public rights. (1st June 2022 to 14th July 2022) for information.
- f) To receive and approve the Year End 2021-22 Budget report and virements.

[All item 10.5.22 documents are available on the website \(meeting documents page\)](#)

11.5.22 Council Documents & Policies

Cllrs to consider/review the following policies available on the website (meeting documents page):

- a) DPC 001 Standing Orders V3.0 R2
- b) DPC 002 Code of Conduct V1.0 R2
- c) DPC 003 Financial Regulations V2.0 R1
- d) DPC 004 Scheme of Delegation V2.0 R2

12.5.22 Annual Review and approval of:

- a) Annual Subscription to NALC/DALC £184.28
Power to spend: LGA 1972 s.143 (1)(b) Budget: Prof. Fees/Subs
- b) Cllrs membership on external groups (see [Meeting Support Document](#))
- c) Asset register (as of 31-03-2022 available on the Website (Policies & Audit page))
- d) To Review & Approve the Council's insurance. Documents presented at meeting.
Power to spend: LGA 1972 s.111 Budget: Admin/Insurance.

13.5.22: Planning - Click on the application to view the planning documents. (Chair)

- a) New Applications:
 - i. [WDBC 1170/22/FUL New gate, road crossing for livestock and warning traffic lights at Fields at Whiddon Down, Near Fursham Yard, Drewsteignton EX6](#) – Deadline 26th May 2022.
- b) Planning decisions pending & received – [See Meeting Support Document](#).
- c) Other Planning matters, for information only unless listed on agenda:
 - i. Enforcement on Venton Straight – Update (Cllr Ridgers)

14.5.22: Current & New Business.

- a) Jubilee Celebrations – Update (Cllr di Battista)
- b) Discussion on Assets held at the Drewe Arms which are in the ownership of the Council. (Chair) – [See Meeting Support Document](#).
- c) Consideration of purchase of Black and white “please drive slowly” signs (Cllr Imrie)

15.5.22: Finance (Clerk) Documents available at the meeting.

- a) To approve financial schedule of payments as presented at the meeting.

16.5.22: Clerks Reports:

- a) Notification of new employment as Clerk & RFO to Spreyton Parish Council.

17.5.22 Cllr Reports & items for future agendas:

Councillors are reminded that this is not an opportunity for debate or decision making.

- a) Cllr Brennan: Update on MVAS data logger.

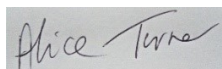
18.5.22: Confirmation of the next Council meeting:

The next meeting will be on Monday 20th June 2022 at 7.30pm at Drewsteignton Village Hall.

Please note that any changes to meeting dates or venue will be posted on the Website.

19.5.22 Confidential matters (PART II) Public Bodies (Admission to Meetings) Act 1960 s1 (2)

- a) Resolution required to move the Council into Part II.
- b) Review & Approval of Clerks amended Contract due to new SCP (Chair)
Contains information restricted under Employment Law.
- c) Discussion on Maintenance requirements at Toilets (Chair/Clerk)
Contains commercially sensitive information
- d) Chair to return the meeting to public session to hear resolutions.



Alice Turner – Proper Officer
Publication Date: 10th May 2022