

**MARTIN AND MARTIN DALES  
ANNUAL PARISH COUNCIL MEETING  
AGM**

**AGENDA**

**Date and Time: Tuesday 14th May 2024 7.30pm**

**Location: Martin Village Hall**

<b>Item</b>		<b>Lead</b>
1	<b>Welcome</b>	Clerk
2	<b>Election of Chair and Vice Chair</b>	Clerk
	<b>PUBLIC SESSION</b>	Chair
3	<b>Welcome by the newly elected Chair</b>	Chair
4	<b>Declarations of Interest</b> To declare a pecuniary or personal interest on agenda items .	Chair
5	<b>Previous Minutes and Matters Arising from the 10<sup>th</sup> April 2024 extra-ordinary meeting</b> Review the list of actions Actions outstanding to remain on the agenda	Chair
6	<b>District Councillor and County Councillor Reports</b>	DC/CC
7	<b>Parish Council Annual Report 2023-2024</b>	Chair
8	<b>Finance Report and Audit Governance Statement 2023-2024</b>	Clerk
9	<b>Co-options – to include signing of Acceptance of Office Forms</b>	Chair
10	<b>Election of Holders of Office and Delegated Responsibilities</b>  <ul style="list-style-type: none"> <li>• Play Park / Groundwork                      Sub-committee</li> <li>• Woodland    Sub-committee</li> <li>• Defib/Playpark                                      Lead Inspector</li> <li>• Finance(Grants)                                      Sub-Committee</li> <li>• Events    Representative</li> <li>• SID Charging/Speed Monitoring              Parishioners/Representative</li> </ul> Dates and meeting notes to be agreed	Chair
11	<b>Parish Council Asset List</b>	Chair/WJ
12	<b>Review of Documents including:</b> <b>Asset List</b> <b>Finance Regulations</b> <b>Data Protection</b> <b>Social Media Policy</b> <b>Complaints Procedure</b> <b>Code of Conduct</b> <b>Emergency Planning Document</b>	Chair
13	<b>Planning</b>	Chair
14	<b>Highways</b>	Chair

