

MARTIN AND MARTIN DALES ANNUAL PARISH COUNCIL MEETING

AGENDA

Date and Time: Tuesday 23rd May 2023 7.30pm

Location: Martin Village Hall

Item		Lead
1	Welcome	Clerk
2	Election of Chair and Vice Chair	Clerk
	PUBLIC SESSION	Chair
3	Welcome by the newly elected Chair	Chair
4	Declarations of Interest To declare a pecuniary or personal interest (if any) on agenda item.	Chair
5	Previous Minutes 14.03.23 and outcome of Extra-ordinary meeting 23rd March 2023 (closed session) and Matters Arising from the 14th March meeting Review the list of actions	Chair
6	District Councillor and County Councillor Reports	DC/CC
7	Parish Council Annual Report 2022-2023	Chair
8	Finance Report and Audit Governance Statement 2022-2023	Clerk
9	Co-options – to include signing of Acceptance of Office Forms	Chair
10	Election of Holders of Office and Delegated Responsibilities <ul style="list-style-type: none"> • Play Park / Groundwork Sub-committee • Defib/Playpark Lead Inspector • Finance(Grants) Sub-Committee • Events Representative • SID Charging/Speed Monitoring Parishioners/Representative Dates and meeting notes to be agreed	Chair
11	Parish Council Asset List	Chair
12	Review of Documents including: Finance Regulations Data Protection Social Media Policy Complaints Procedure Code of Conduct Emergency Planning Document	Chair
13	Planning - AD	Chair
14	Highways	Chair
15	Parish Items	

Item		Lead
	Playpark – Goal Posts Maintenance of hedges and groundwork around the village Woodland and Trees Update Church Yard Gates and Coronation Sign Defib and Playpark Monitoring Village Fete 1 st July 2023 Parish Litter Picking/Village Hall Insurance Newsletter	Chair
16	Clerks Update <ul style="list-style-type: none"> • Bank Balance and Bank Update • Cheques for agreement to include Groundwork, salary, Parish Council Insurance and Drainage Board • Application Process for small grant requests • Correspondence: <ul style="list-style-type: none"> Parishioner Other – Christmas Trees • New Councillor Induction • Documents • Clerk’s leave 2024 	Clerk
17	Agenda Items for the Next Meeting	Chair
18	Dates to be agreed 2023-2024 Proposed dates: July 18th 2023 September 12th November 14th January 9th 2024 March 19th May 14th	Chair

Note 1: There will be a 10-minute public session at the start of the meeting. Parishioners will have the opportunity to ask questions and raise issues to add to future agenda if necessary. Once the formal meeting has commenced it is not possible for Parishioners to speak unless directed to do so by the Chair.

Note 2: This is the planned agenda. In the event of this being updated before the meeting, any agreed and final agenda will be displayed at least three working days before the meeting.

Note 3: This meeting will be recorded for minute purposes only.