

East Worlington Parish Council

Clerk: Alice Turner, 01837 83484 / clerk@eastworlingtonpc.org.uk /
www.eastworlingtonpc.org.uk

Notice is hereby given that the Annual meeting of the Council will take place on Thursday 26th May 2022 starting no earlier than 7.30pm in the Parish Hall. Following the Annual Parish Meeting.

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.

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

AGENDA

(Supporting documents available from the Clerk or by using the embedded links in this 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 acceptance of office form.

3.5.22 Election of Vice-Chair - To include signing 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 meetings held on Tuesday 22nd March 2022 and Tuesday 30th March 2022 – Extra-ordinary meeting.

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 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 do so.

9.5.22: To receive reports from Devon County & N.D District Cllr J. Yabsley.

10.5.22 Cllrs to consider/review the following Council Documents & Policies: (Chair)

- a) [EWPC 001 Standing Orders V2](#)
- b) [EWPC 002 Code of Conduct V2](#)
- c) [EWPC 003 Financial Regulations V2](#)
- d) [EWPC 004 Scheme of Delegation V1](#)
- e) [EWPC 005 Data Retention & Disposal Policy V1](#)
- f) Cllrs to consider removing other policies from the website until they are updated.

11.5.22 Year End Financial documents. (Clerk/Chair)

- 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.](#) (Chair)
- d) [To approve Annual Accounting Statement 2021-22](#) & supporting documents as presented at the meeting.
- e) Dates for Exercise of Public rights. (1st June 2022 to 14th July 2022) for information.

12.5.22 Annual Review and approval of:

- a) Annual Subscription to NALC/DALC £56.69 - *Power to spend: LGA 1972 s.143 (1)(b).*
- b) Cllrs membership on Internal & external groups/ Committees as discussed at the meeting, and consideration of the revised Terms of Reference for the H.R Committee.
- c) Cllrs to review Asset register ([See Support Document](#))
- d) Approval of Meeting dates for 2022-2023 ([See Support Document](#))

13.5.22: Planning – No new applications received. (Chair)

14.5.22: Current & New Business.

- a) Defibrillator: Training & Guardian responsibilities (Cllr Smyth)
- b) Land Transfer (Cllr Smyth)
- c) War Memorial Repair (Cllr Sturla)
- d) Jubilee Celebrations - to include update on insurance (Cllr Rhodes/Clerk)

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

- a) To approve financial schedule of payments as presented at the meeting.
- b) To receive and approve the Year End 2021-22 Budget report and virements.
- c) To received revised 2022-2023 Budget.

16.5.22: Clerks Reports (to include):

- a) Notification of new employment as Clerk to Spreyton Parish Council.
- b) Consideration of purchase of External Hard drive – *Power to spend: LGA 1972 s.111.*
- c) Report on investigation into Parish Hall Grant.

17.5.22 Cllr Reports & items for future agendas:

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

18.5.22: Confirmation of the next Council meeting:

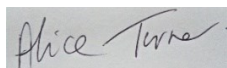
Thursday 28th July 2022 at 7.30pm in the Parish Hall.

Please note that any changes to meeting dates/times will be posted on the Website.

19.5.22: Confidential items (PART II)

Public Bodies (Admission to Meetings) Act 1960 s1 (2)

- a) **Resolution required to move the Council into Part II.**
- b) **Discussion on Correspondence received requiring a response from the Council.**
Contains personal data restricted under GDPR
- c) **Discussions on Clerks Hours – *Restricted information under employment law.***
- d) **Chair to return the meeting to public session to hear resolutions.**



Alice Turner – Proper Officer

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