

MARTIN AND MARTIN DALES ANNUAL PARISH COUNCIL MEETING AGM

AGENDA

Date and Time: Tuesday 14th May 2024 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 on agenda items .	Chair
5	Previous Minutes and Matters Arising from the 10th April 2024 extra-ordinary meeting Review the list of actions Actions outstanding (to remain as standing item on the agenda)	Chair
6	District Councillor and County Councillor Reports	DC/CC
7	Parish Council Annual Report 2023-2024	Chair
8	Finance Report and Audit Governance Statement 2023-2024	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 • Woodland Sub-committee • Defib/Playpark Lead Inspector • Finance(Grants) Sub-Committee • Events Representative • SID Charging/Speed Monitoring Parishioners/Representative <p>Dates and meeting notes to be agreed</p>	Chair
11	Parish Council Asset List	Chair/WJ
12	Review of Documents including: Asset List Finance Regulations Data Protection Social Media Policy Complaints Procedure Code of Conduct Emergency Planning Document	Chair

Item		Lead
13	Planning	Chair
14	Highways	Chair
15	Parish Items 15.1 Playpark – to include new nets and pegs 15.2 Grounds Maintenance Report 15.3 Woodland Update 15.4 Defib and Playpark Report 15.5 Village Fete July 2024 Update 15.6 Heritage Society Update	MI WJ WJ AW BL
16	Clerks Update 16.1 Bank Balance and Bank Update 16.2 2023-2024 Audit Public Notice 16.3 Cheques/Transfer for agreement to include Groundwork, salary, Parish Council Insurance and Drainage Board 16.4 Applications for small grant request 16.5 Correspondence: Parishioner Others 16.6 Microsoft Teams 16.7 Storage and Archiving	Clerk WS
17	Agenda Items for the Next Meeting	Chair
18	Dates to be agreed 2024-2025 Proposed dates: July 16th July 2024 September 17th November 12th January 7th 2025 March 4th May 6th	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.