

DUNCHIDEOCK PARISH COUNCIL

DATE OF PUBLICATION: 02/06/2023

Dear Councillor,

NOTICE IS HEREBY GIVEN that the Annual Meeting of Dunchideock Parish Council, at which your attendance is summoned will be held at Dunchideock Village Hall, School Lane, Dunchideock, EX2 9UG on **Thursday 29/06/2023** at 7.30 p.m. to transact the business specified in the following Agenda as set out.

Members of the public and press are welcome to all council meetings.

Councillor **Gavin Duane Samwell**

Councillor **Edward Gorwyn Ellis**

Date: 2/6/23

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Signed: 

Signed: 

AGENDA

- 1. Election of Chairman**
Nominations will be sought for the position of Chairman of Dunchideock Parish Council and a vote be taken.
- 2. Election of Vice Chairman**
The Chairman to invite nominations for the position of Vice Chairman of Dunchideock Parish Council and put them to a vote.
- 3. Apologies for absence**
To receive, note and where requested approve the reasons for absence.
- 4. Declarations of Interest**
To declare any disclosable interests relating to the forthcoming items of business.
- 5. Public Discussion - *Standing Orders to be suspended*** (not to exceed 10 minutes – not to exceed up to 3 minutes per speaker). An opportunity for members of the public to make comments on any item on the agenda.

Standing Orders to be reinstated.

6. Minutes

- (a) To approve, sign, and adopt the minutes of the Parish Council meeting held on 19 January 2021 as a correct and accurate record.
- (b) To approve, sign, and adopt the minutes of the Parish Council meeting held on 12 January 2021 as a correct and accurate record

7. Appointment of Locum Clerk & RFO

The Parish Council is recommended to approve that:

- (a) The number of hours required be set at 8 per week,
- (b) The level of the temporary appointment be set at £20 per hour; and
- (c) A Locum Clerk, Proper Officer, and Responsible Financial Officer for a period of up to 6 months, be appointed.

8. Review of the Council's and staff subscriptions to other bodies

The Parish Council is recommended to approve the Council's membership of the Devon Association of Local Councils (£86.04), and the Clerk's membership of the Society of Local Council Clerks (£109.00).

9. Calendar of Meetings

To approve the frequency, day, and time of Parish Council meetings for the 2023/24 municipal year up to and including the next annual meeting of the Council.

10. Appointment of Bank Signatories

To appoint up to 4 councillors to act as signatories on the Council's bank accounts, and that the Locum, and permanent Parish Clerk be appointed as administrator of the Council's bank accounts.

11. Standing Orders 5J (I-XXI)

The Council is recommended to defer the actions and reviews required by Standing Order 5J (I-XXI) not covered in this meeting to a future meeting of the Parish council.

12. Date of next meeting

To be advised.