# Germansweek Parish Council

You are summoned to attend The Annual Meeting of Germansweek Parish Council followed by an Ordinary Meeting (228)

From 7:30pm on Wednesday 17th May 2022 in the Village Hall

The press and members of the public are invited to attend. The meeting commences with an open forum – come and ask questions, raise your ideas and concerns

Rachel Ward

Clerk, Germansweek PC

12th May 2022

## AGENDA - Annual Meeting

## Open Forum

## Signing of Declaration of acceptance.

## Outgoing Chairman's Welcome:

## Election of Chairperson:

## Election of Vice-Chairperson:

## Cllrs to sign acceptance of office.

## Close of annual meeting

## AGENDA - Ordinary Meeting

Public Open Session: To receive comments and questions from members of the public (restricted to 15 mins

1. Apologies: To receive and consider apologies
2. Report from West Devon: (Councillors Mott/Southcott)
3. Declaration of interests: Councillors to advise of any interests in agenda item/s and to remind councillors to keep their register of interests up to date with WDBC and the Clerk.
4. Minutes: To agree and sign minutes 19th April 2022 (227)
5. Areas of special interest to councillors – roles assigned. Potential roles are: Snow warden, Roads and ditches, P3, Finance, Events coordinator, Jubilee Woods, High speed broadband, Phone boxes, Flag pole.
6. Planning:
   1. Other planning issues - non decision making: None
7. Finance:
   1. Bank reconciliation, Budget monitoring (RFO Report):
   2. Audit: to note and approve this year’s audit -
      1. Internal audit
      2. Governance Statement
      3. Accounting Statement
      4. Exemption Certificate
   3. To note precept payment of £2,485.00
   4. To review asset register
   5. To review the PC Insurance offer. (three year tie in recommended)
   6. To review and approve the use of CHAPS or BACS as a valid payment method.
   7. To approve the following payments:

Keith Greenaway - Internal Audit £15.00

HMRC £92.40

Clerk’s Wages £331.18

RFO’s Wages £39.32

Insurance £173.57 or £164.88 (recommended)

Germansweek Village Hall £200.00

Germansweek PCC £175.00

1. To approve updated Policies and risk assessments and approve 8.8
   1. Financial Regulations
   2. Standing Orders
   3. Risk assessment
   4. Standing Order for Supply of Goods and Services May 2023
   5. Accessibility Statement
   6. GDPR – Privacy Statement
   7. Code of conduct
   8. Councillor-Officer Protocol
2. Roads and Ditches: (Clerk Cllr Watkinson) update
3. Hi speed broadband: (Cllr Watkinson)
4. Footpaths P3: (– update )
5. Website – (clerk’s report). <https://germansweekpc.co.uk>
6. Correspondence:
7. Date of next meeting: 15th June 2022 at 7:30 in the Village Hall