



Dodderhill Parish Council

Councillors are summoned to a Meeting of Dodderhill Parish Council

I hereby give notice of the Meeting of DODDERHILL PARISH COUNCIL to be held at Dodderhill Parish Community Hall (formally known as Wychbold Village Hall) on Tuesday 18th July 2023 at 7.30pm

The meeting may last for up to 2 hours in accordance with Standing Order 3.x and is recorded.

Julia Tufnail

Clerk

Councillors are summoned for the transaction of the following business:

Agenda

1. Apologies for absence
To receive apologies and to approve reasons for absence.
2. Declarations of interest
With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their register of interests as required by the Council's Code of Conduct.
3. Dispensation Requests
4. Public Participation
 - a) Public participation: Members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration. The time designated for public participation at a meeting in accordance with the Council's Standing Orders (3(e)) shall not exceed 15 minutes in total and will be under the direction of the Chairman of the meeting.
 - b) District Councillors' Report
 - c) County Councillor's Report
5. Minutes
Proposal: To approve the Minutes of the last meeting held on 20 June 2023
Chair to sign.
6. Chairman's Report - for information only
7. Finance
 - a. Approval Payments & Voucher Nos 19,33&40 which were deferred to allow more information to be collected before approval.
 - b. Acknowledgement of Receipts & £833.83 parish CIL funding from Wychavon District Council - Deferred item from last meeting
 - c. Approval of bank reconciliation for June
8. Review of the terms of reference for working parties - **Deferred item**
 - Allotments & Orchards

- Climate Change, Environment & Biodiversity
9. Appointment of any working parties in accordance with standing order 4.
Deferred item
 - Communications
 - Open Spaces, Footpaths & Maintenance
 - Neighbourhood Development Plan
 - Grants & Opportunities
 10. Review and adoption – **Deferred item**
 - a. Financial Regulations
 - b. Code of Conduct
 11. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses 3-year agreements with Smart Cut, CCTV, John Finch, Scribe, Lengthsman, Insurance & 5-year agreement with the footballers.
Deferred item
 12. Appointment of representation on Planning group lead by District Cllr Rick Deller.
Deferred item
 13. In an election year, to make arrangements with a view to the Council becoming eligible to exercise the General Power of Competence in the future;
Deferred item
 14. Review of inventory of land and other assets including buildings and office equipment;
Possibly Defer to Finance Committee - **Deferred item**
 15. Review of the Council's Direct Debits - **Deferred item**
Insurance premium – est £570.18 paid monthly
ICO subscription – est £35 paid annually
 16. Review of the Council's complaints procedure – **Deferred item**
 17. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
Deferred item
 18. Re-confirmation of the appointment of Jeremy Aldous-Fountain as the Council's DPO. **Deferred item**
 19. Review of the Council's policy for dealing with the press/media - **Deferred item**
- Defer to
Communications working party
Deferred item
20. Review of the Council's employment policies and procedures – **Deferred item**
Defer to Staffing
Committee
Deferred item
 21. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 Baby Bank £2,600 March 2023 - **Deferred item**
 22. To appoint a Lead Councillor to each of the following areas of Council business:
Deferred item
 - Highways
 - Risk Assessments
 - Data Protection & Freedom of Information
 23. Planning
To receive the Planning report from the working party lead by District Cllr Rick Deller and agree any actions recommended.
 24. To consider the appointment of RFO and Committee Clerk – Delegate to Staffing
Committee

25. To ratify Committee members & appoint new member to Finance following a resignation.
 - Finance Committee
 - Staffing Committee
 - IT Committee
26. To consider the appointment of additional bank signatories
27. Tree Issues
 - a. To consider what to do about the fallen tree on land behind Sunnyhill House
 - b. To consider monitoring the oak tree mentioned in the Tree Survey
28. To decide what to do with the gap in the hedge on Stoke Road
29. Lengthsman – To decide whether or not to pay the lengthsman for additional work beyond County Contract in the future (playground checks & maintenance, litter collection within the playing field & weed removal in playground)
30. Legionnaire's water testing – approval of company to carry out testing
31. Training – to consider allowing individual councillors (sharing where possible) to book councillor training with Worcs CALC.

End of Business