



# Dodderhill Parish Council

## **Councillors are summoned to an Ordinary Meeting of the Parish Council**

I hereby give notice of an Ordinary Parish Council Meeting of DODDERHILL PARISH COUNCIL to be held at Wychbold Village Hall on Tuesday 15<sup>th</sup> March 2022 from **7.30pm**

Councillors are summoned for the transaction of the following business:

The meeting may last for 2 hours in accordance with Standing Order 3.x.

Please wear a mask during the meeting.

All attendees are required to have a negative lateral flow test before the meeting.

*Julia Tufnail*

**Locum Clerk of the Council**

**10<sup>th</sup> March 2022**

## **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. Dispensations**

To consider any requests to the Clerk for dispensations from Members who have declared an interest but who may wish to stay in the meeting during that time, to speak or vote.

**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** and will be under the direction of the chairman of the meeting.

(b) County Councillor's Report

(c) District Councillor's Report

(d) Lengthsman's Council Report

**5. Minutes**

To approve the Minutes of the last meeting held on 15<sup>th</sup> February 2022 and Chairman to sign

**6. Chairman's report - for information only**

**7. Finance Report**

- a) Approval of Direct Debit Payments – list to follow
- b) Approval of other Payments – list to follow
- c) Acknowledgement of Receipts – list to follow
- d) Internal Control Report from Cllr Addy & appointment of next Councillor
  - e) Approval of bank reconciliation & monthly budget position
  - g) Approval of the agreed national salary pay award 2021-22 back dated to 1.4.21
- h) Approval of deposit for Pump Track works

**8. Administration Report – for information only**

- a) Approval of changes to website
- b) Approval Retention Policy
- c) Approval of moving tender allocations from 1<sup>st</sup> April to 1<sup>st</sup> June
- d) Approval of policies for review next year in new format
- e) Consideration of purchasing digital newsletter software

**9. Training Report – for information only**

- a) Community Training
- b) Outstanding Councillor training requirements 2021-22
- c) Approval of Staff Progression Reserve

**10. Project Officer Report – for information only**

- a) Approval of future project hours to be under the remit of the clerk

**11. Recreational Area Report - for information only**

**12. Jubilee Report – for information only**

- a) Councillor participation and approval of events
- b) Approval of distribution of Event Pack

**13. Planning – To acknowledge decisions and consider applications received.**

**14.** To consider the continuation of the presence of the Respect and Civility Statement on the website - Cllr Peter Evans. This is a national campaign to promote civility and respect within the Local Government sector - see [February Newsletter](#)

**15. Councillor Asset Condition Report review**

- a) approval of recommendations

**16. Village Hall Refurbishment Report – for information only**

- a) Legacy Grant Fund

**Date of Next Meeting – 12th April 2022**