



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 1st April 2025 at 7.00pm**. The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email clerk20@moretonhampstead-pc.gov.uk or phone 01647 440041. The Clerk will then guide you with the process the meeting will take.

Before the meeting there will be a public session to enable the people of Moretonhampstead to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

AGENDA

1. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3d to 3n.

2. APOLOGIES FOR ABSENCE

To accept apologies for absence. Under Section 85 of the Local Government Act 1972, members present should decide whether to approve the reason(s) given for absence.

3. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.

4. MINUTES

To accept as a true record the minutes of the meeting of the Parish Council held on 4th March 2025 *LGA 1972 Sch 12 para 41(1)*.

5. STANDING ITEM – CLIMATE AND ECOLOGY EMERGENCY:

To note the Council Declaration and to embed the Climate and Ecology Emergency Declaration across all Council services, activities, plans, and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

6. COUNCILLOR REPORTS

To receive reports of the County Councillor, District Councillor, and the Dartmoor National Park representative if available

7. MATTERS ARISING FROM THE MINUTES

To ensure the tasks actioned at the previous meeting have been completed:

- The office lease has been signed
- The open spaces contracts have been signed

8. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

9. OPEN SPACES REPORT

To receive the monthly report *LGA 1972 s139*

10. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the monthly report

11. INTERNAL CONTROLS COUNCILLOR

To receive the report of the Internal Controls Councillor

12. SCHEDULE OF PAYMENTS

To approve the list of payments (to be tabled at the meeting) *LGA 1972 s150 (5)*

13. CORRESPONDENCE

To receive correspondence (attached) and to agree any response or action:

1. Correspondence received and circulated from Libraries Unlimited sharing their Annual Impact Report for 2023 - 24

14. FINANCE AND POLICY RECOMMENDATIONS

To receive the draft minutes of the meeting of the Finance & Policy committee held on 18th March 2025 (attached) and to agree the following recommendations:

1. Recommendation regarding awarding the first round of grants (attached)
2. Recommendation to approve the Financial Regulations (attached).
3. Recommendation to approve the Standing Orders (attached).
4. Recommendation to approve the Risk Assessment (attached).
5. Recommendation to approve the Statement of Internal Control (attached).
6. Recommendation to note the recent tender process had been reviewed in line with the model Financial Regulations.
7. Recommendation to consider the future budget pressures and funding opportunities report and note that as part of the 2026/27 budget setting process the committee will take into consideration the report including the staffing costs discussed.

15. ANNUAL PARISH MEETING

To receive the Annual Parish Meeting presentation

16. CEMETERY RULES

To review and approve the cemetery rules (attached)

17. NOTICEBOARD

To receive the attached quotes to replace the council's noticeboard

18. TDC HEAD OF NEIGHBOURHOODS

To receive a summary of the meeting with Teignbridge District Council's (TDC) Head of Neighbourhoods

19. VE UPDATE

To note the clerk's update

SIGNED: *Samantha Parkin* (Parish Clerk) **DATE:** 26/03/2025