



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 4th July 2023 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 must decide whether the reason(s) given for a member's absence are acceptable

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 6th June 2023
LGA 1972 Sch 12 para 41(1)

5. COUNCILLOR REPORTS

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

6. MATTERS ARISING FROM THE MINUTES

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

- The Clerk has submitted the Annual Governance and Accountability Return 2022/23 and commenced the Period of Public Rights
- The Clerk has contacted the probation service to arrange the Churchyard project and removing weeds around the town
- The Chairman has commented on the results of the Housing Needs Survey

7. CHAIRMAN'S DISCRETION

To note matters under the Chairman's discretion

8. OPEN SPACES REPORT

To receive the Chair of Open Spaces Report and to consider the Geneva Island recommendation *Open Spaces Act 1906 s.10*

9. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP

To receive the monthly report

10. INTERNAL FINANCIAL REGULATOR

To receive the report of the Internal Financial Regulator and to agree to transfer £20,000 to the council's deposit account

11. SCHEDULE OF PAYMENTS

To approve the list of payments (to be tabled at the meeting) *LGA 1972 s150 (5)* and to authorise a direct debit to be set up to pay Old Mill Payroll services

12. CORRESPONDENCE

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

1. Correspondence received and circulated from a Queens Road resident requesting a contribution to repair the road *GPoC*
2. Correspondence received and circulated from Simons Kitchen requesting permission to trade from the Sentry
3. Correspondence received and circulated from Devon Association of Local Councils and Moretonhampstead History Society requesting the council's involvement in the D Day celebrations *LGA 1972 s.145*
4. Correspondence received and circulated from the PCC Secretary inviting councillors to the community carol service
5. Correspondence received and circulated from MDT Development Manager requesting the councils support for their application to erect a banner sign on lamppost No. 5
6. Correspondence received and circulated from a resident asking the council to share their survey on business broadband in Moretonhampstead

13. INTERNAL AUDITOR

To consider a new Internal Auditor (quotes attached) *Accounts and Audit Regulations 2015, Reg 5*

14. HIGHWAYS UPDATE

To receive the Highways working group update

15. PHONE AND BROADBAND

To consider a new phone and broadband provider (quotes attached) *LGA 1972 s.111*

16. PLAYPARK FENCE

To consider the quotes received to reinstall the playpark fence (attached) *Local Government (MP) Act 1976 s19*

17. SUMMER BREAK

To agree to delegate powers for August break *LGA 1972 s.101*

18. CLERKS SUMMER HOURS

To approve the Clerk using accrued hours to work 3 days a week during the Summer Holidays and to note the Clerk's annual leave *Employment Rights Act 1996 s.1*

19. MEET THE COUNCIL

To consider a letter to local groups and businesses introducing the council and to agree to drop in sessions at appropriate locations within the parish *LGA 1972 s.142*

20. LOCAL COUNCIL CLERK WEEK

To agree to help raise the profile of the role of the clerk as a profession and explain the work clerks do on behalf of town, parish, and community councils.

SIGNED: *Samantha Parkin* (Parish Clerk) **DATE:** 28/06/2023