



Dear Councillor,

You are summoned to attend the meeting of the Parish Council to be held at Moretonhampstead Community Centre on **Tuesday 4<sup>th</sup> June 2024 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](mailto: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 7<sup>th</sup> May 2024 *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 Open Spaces committee appointed AR Rural Solutions for the 2024/25 grass cutting contract.
- The Chairman and clerk have approved the locations for the 20's Plenty signs. The lengthsman has installed the signs.

## **8. INTERNAL AUDIT REPORT**

To receive the Internal Audit Report for the financial year 1 April 2023 – 31 March 2024 *The Accounts and Audit Regulations 2015, reg 5*

## **9. ANNUAL GOVERNANCE STATEMENT**

To approve the Annual Governance Statement for the financial year 1 April 2023 – 31 March 2024 (attached) *The Accounts and Audit Regulations 2015, reg 6(2)(b)(ii)*

## **10. ACCOUNTING STATEMENTS**

To approve the Accounting Statements for the financial year 1 April 2023 – 31 March 2024 (attached) *The Accounts and Audit Regulations 2015, reg 9*

## **11. PERIOD OF PUBLIC RIGHTS**

To approve the dates for the period for the exercise of public rights as Monday 10 June to Friday 19 July 2024 *The Accounts and Audit Regulations 2015, reg 14*

## **12. CHAIRMAN'S DISCRETION**

To note matters under the Chairman's discretion

## **13. OPEN SPACES REPORT**

To receive the monthly report

## **14. CLIMATE CHANGE & ECOLOGICAL EMERGENCY WORKING GROUP**

To receive the monthly report

## **15. INTERNAL CONTROLS COUNCILLOR**

To receive the report of the Internal Controls Councillor

## **16. SCHEDULE OF PAYMENTS**

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

To approve the transfer of the 1st half precept into the council's higher interest account *Financial Regulation 5.5.c*

## **17. CORRESPONDENCE**

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

1. Correspondence received and circulated from Moreton Library requesting the council to remove its assets from the library.
2. Correspondence received and circulated from a member of the public requesting the council indicate if it wishes to continue supporting Moretonhampstead's Fairtrade status.
3. Correspondence received and circulated from parliamentary advisor to Electrical Safety First requesting the council support the campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal.
4. Correspondence received and circulated from the Planning Officer at Dartmoor National Park Authority replying to the council's correspondence.
5. Correspondence received and circulated from Teignbridge CVS sharing their volunteering in Teignbridge report and requesting the council nominate volunteers.

## **18. FINANCE AND POLICY RECOMMENDATIONS**

To receive the draft minutes of the meeting of the Finance & Policy committee held on 21<sup>st</sup> May 2024 (attached) and to agree the following recommendations:

1. Recommendation to add the unspent allotment budget to reserves.
2. Recommendation to split the lengthsman budget from the open spaces budget for clearer accounting.
3. Recommendation to adopt the Asset Register policy.
4. Recommendation to adopt the Grant Awarding policy.

## **19. OPEN SPACES RECOMMENDATIONS**

To receive the draft minutes of the meeting of the Open Spaces committee held on 21<sup>st</sup> May 2024 (attached) and to agree the following recommendations:

1. Recommendation to ask the council's handyman to fit a door on the allotment shed to securely store the signs.
2. Recommendation to purchase signs.
3. Recommendation to dispose of the bench because it is not on the council's asset register, and it is not repairable.
4. Recommendation to seek a group to work with the council to build a bug hotel in the churchyard.

## **20. BENCHES**

To agree to work with volunteers to re-paint the town's benches and to agree gradual replacement with recycled plastic benches

## **21. MORETONHAMPSTEAD HOSPITAL**

To receive an update on Moretonhampstead Hospital and to agree any response or action.

**SIGNED:** *Samantha Parkin* (Parish Clerk) **DATE:** 29/05/2024