

# STOKE GABRIEL PARISH COUNCIL

The Annual Parish Council meeting of Stoke Gabriel Parish Council will be held on  
**Wednesday 5th MAY 2021 at 6.00pm** via Zoom

All members are summoned to attend for the purpose of transacting the following business. Members of the public and press are invited to attend the meeting.

. Please note that the meeting is recorded by the Clerk

*Karen. Gilbert.* Karen Gilbert - Clerk to the Council

## **AGENDA**

1. Election of Chairman and signature of acceptance of office

2. Election of Vice Chairman

3 Apologies - To receive and approve apologies for absence

4 Declaration of interest and to approve any dispensation requests

In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at South Hams District Council within 28 days of the change.

The Council will adjourn for the following items - STRICT TIME LIMIT

5 . PUBLIC PARTICIPATION/ Cllr reports - A period of 10 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Council or items on the Agenda

The Council will convene to conduct the following business

7. To consider , amend as agreed by the Council ( if required ) & approve the minutes of the Full Council meeting held on 26th April 2021

8 Clerk's report.

9 PC Admin

a) To arrange New Councillor / Chairmanship training

b) to note dates of meetings to be arranged in accordance with Government advice

c) To discuss and allocate individual Councillor responsibility for Parish assets

i) Hoyle Copse

ii) The Orchard

iii) Playground

iv) Toilets

v) CCTV

vi) Footpaths / Highways

vii) Community building

d) To consider the Parish Council Insurance Policy - if available in time

e) To decide on responsibility for Parish Noticeboards / Facebook / website

10. 6. To consider the return to face to face meetings following court decision not to allow remote meetings after 6th May

a) Potential gap between 6th May and 21st June - noting outdoor meetings possible

b) Councillor lead responsibility

- c) Risk assessment covering Public / staff / Councillors
- d) Councillor responsibility for cleaning premises before and after meetings

11. Planning applications , appeals to date & determinations received - if any

12 - SGPC Governance - to approve Policies and procedures

13 Financial matters inc - To Approve cheques for payment - if any

14. To receive brief reports on Parish Owned property

- a) Hoyle Copse
- b) The Orchard
- c) Playground
- d) Toilets

15 . Date/time of next meeting TO BE CONFIRMED

Karen Gilbert , Clerk. 28th April 2021 email [karen@jollylane.net](mailto:karen@jollylane.net)  
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