**STOKE GABRIEL PARISH COUNCIL**

A meeting of of Stoke Gabriel Parish Council will be held on

Monday 26th June at 7pm in the Village Hall, Stoke Gabriel.

All members are summoned to attend for the purpose of transacting the following business. Members of the Public and Press are welcome to attend.

**AGENDA**

1. To co-op onto the Council those Parishioners who have expressed an interest to serve and for them to sign the Form of Acceptance.
2. Election of Vice Chairman
3. Apologies – To receive and approve apologies for absence.
4. Declaration of Interests
5. To approve any dispensation requests.

The Council will adjourn for the following items:

6 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.

7 District and County Councillors reports

The Council will convene to conduct the following business.

8 To consider, amend as agreed by the Council (if required) & approve the Minutes of the Full Council meeting held on the 30th May 2023.

9 To discuss the proposed closure of the Churchyard and its future maintenance

10 Financial Matters including:

A To approve changes of signatories for the Bank Accounts

B To approve cheques for payment

11 PC administration

To discuss and allocate Councillor responsibilities for Parish assets

i) Hoyle Copse

ii) The Orchard

iii) The Playground

iv) Public Toilets

v) CCTV

vi) Footpaths and Highways

vii Community Building

viii War Memorial

ix) Snow Warden

x) Web site / Facebook page

xi) Defibrillators

12 To agree Membership of the Council Committees

1. Finance and General Purposes Committee
2. Planning Sub Committee
3. Employment and Staffing Committee

13 To review the following Policies, Documents and Procedures and agree to re-adopt or instruct a detailed review where appropriate.

1. Standing Orders
2. Financial Regulations
3. Complaints Policy
4. Publication Scheme
5. Social Media Policy
6. Data Retention Schedule
7. Freedom of Information Policy
8. Councillors’ register of Interests

All Councillor’s to review their own entry and complete the Amendment Form (if applicable)

14 To adopt the new Health and Safety Policy

15 To conform appointments.

Internal auditor

Payroll

Community Lengthsman

Tree Warden

16 Clerk’s Report

17 Update on Parish Grass cutting contract

18 Scoble Legacy – to receive a brief update

19 To confirm the decisions made by the Planning sub committee at their meeting this evening.

20 Hoyle Copse – to receive a brief update report

21 Parish owned property – to receive brief reports on:

1. The Orchard
2. The Playground
3. The Toilets

A - Update on proposed CCTV

B - to approve the brief to upgrade the toilets

22 Confirmation of arrangements for insurance cover in respect of all insurable risks

23 To agree the financial process for payment of accounts during the summer recess.

24 **Exclusion of the Press and Public**

**The Council is invited to RESOLVE that in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, then press and public be excluded from the meeting during consideration of the agenda item 25 owing to the confidential nature of the business to be transacted and that the public interest would not be served in disclosing that information.**

25 Lease of Community Building

Date and time of next meeting: 31st July 2023 at 7pm