

# Shillingford Parish Council

Notice is hereby given of the following Annual Council, Extraordinary meeting & Annual Parish meetings to be held on Monday 13<sup>th</sup> May 2018 in Shillingford St George Village Hall starting at 7:30pm

## Annual Council Meeting

1. **Apologies for Absence**
  2. **Declarations of Interest from Members / Dispensations**
  3. **Election of Chairman**
  4. **Election of Vice-Chairman**
  5. **Minutes of the Previous Meeting (circulated) – To sign and approve minutes of Annual Council meeting held on 14th May 2018**
  6. **Review Councillor Delegated Responsibilities- Chairman**
    - Planning
    - Highways, Footpaths & Environment
    - Snow Warden
    - Attendance and Reporting on TALC Meetings
    - Overview of Finances
  7. **Review and re-Adoption of Governance Documents - Clerk**
    - Standing Orders
    - Code of Conduct
    - Statement of Internal Control
    - Financial Regulations
    - Publication Scheme
    - Document Retention Policy
    - Filming and Recording of Council meetings
    - Complaints Policy
    - Risk Register
    - Review and Agreement of Asset Register
  8. **General Dispensation for Councillors – Clerk**
  9. **Chairman's Remarks**
- Close

## Extraordinary Council Meeting

1. **Apologies for absence**
2. **Declarations of Interest from Members / Dispensations**
3. **Open Forum – For public views on items on this Agenda**
4. **Operation London Bridge – To agree the parish arrangements for the national contingency plan following the death of our Monarch – Clerk**

5. **Devon County Council (Haldon Forest) (Clearway) Order reference IMR/B16274-5725 - Clerk**
6. **To approve and sign the Statement of Accounts – Clerk**
7. **To agree and complete Governance Statement – Clerk**
8. **To agree remuneration / gift for provision of the first aid training session – Clerk**
9. **Proposed Whitstone Landfill site at Low Hare DCC/4101/2018 – To consider request to support objection – Cllr Carr**
10. **To receive an update on the Parish Planning process – Cllr Barwell**
11. **Expenditure for Approval – Clerk**
  - DALC Annual Subscription - £90.92
  - Noticeboard Materials - £171.65
  - Hall Hire £20
  - Gift Card £50 (subject to decision at item 8)
12. **Clerk's Correspondence – Late correspondence not covered above**
13. **Public Discussion – To comment on anything discussed at the meeting or to request agenda items for the next meeting.**
14. **Chairman's Remarks**
15. **Date of Next Meeting – The next Ordinary Council meeting will be on Monday 10<sup>th</sup> June 2019.**

Close

## Annual Parish Meeting of the Electors of Shillingford St George & Shillingford Abbot

1. **Apologies for Absence**
2. **Declarations of Interest from Members / Dispensations**
3. **Minutes of the Previous Meeting (circulated) – To sign and approve minutes of Annual Parish meeting held on 14th May 2018**
4. **Chairman's Report for the Year 2018/19**
5. **Officer's Reports for the Year:**
  - Cllr Carr – Village Hall & Snow Warden
  - Cllr Howard – Planning
  - Cllr Parrot – TALC
  - Cllr Stamp - Highways
6. **Open Discussion for Parishioners**
7. **Chairman's Remarks**
8. **Close followed by Cheese & Wine**