

MANATON PARISH COUNCIL

NOTICE OF ANNUAL PARISH COUNCIL MEETING

Monday 13th May 2024 at 7.00 pm in Manaton Parish Hall

All members of the Council are hereby summoned to attend the Annual Meeting of the Council, which is to be held at Manaton Parish Hall for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

Members of the press and public are welcome to attend the meeting

AGENDA

Members 6 Quorum 3 Vacancy 1

1. Election of Chair and signing of Declaration of Acceptance of Office.
2. Election of Vice Chair and signing of Declaration of Acceptance of Office.
3. The Chairman will open the meeting and receive apologies.
4. To receive declarations of interest
 - Councillors to declare any personal interest in any items on the agenda.
 - Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
 - Dispensations granted.
5. To receive the reports from the County Councillor and District Councillor
6. **Public participation**
To allow up to 15 minutes for any members of the public or Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at the meeting
7. To consider, amend as agreed by the Council and approve the minutes of the following meeting:
Monday, 8th April 2024 – Parish Council Meeting
8. **Matters arising**
Proposal for a new Mellowmead path
9. **Finance:**
 - 9.1 To agree and approve the Schedule of Payments and Receipts.
 - 9.2 To agree and approve the bank reconciliations for March (year-end) and April 2024
 - 9.3 To note the final quarterly budget update for the year 2023-2024
 - 9.4 Update on Banking arrangements
10. **Audit 2023-2024**
 - 10.1 To note the Summary of Receipts and Payments for the year ending 31st March 2024
 - 10.2 To agree the Fixed Assets List as at 31st March 2024
- ~~11.~~ **Parish Council Matters:**
 - 11.1 To agree to approve the reviewed Standing Orders
 - 11.2 To agree to approve the reviewed Internal Control Policy
 - 11.3 To agree to approve the reviewed Financial Regulations Policy
 - 11.4 To agree to approve the reviewed Risk Management and Assessment Policy
 - 11.5 To note that all remaining Council documents and policies are to be reviewed

~~12.~~ Planning

12.1 To consider and discuss the following planning applications.

Ref: 0184/24 Sandy Meadow, Manaton

Replacement outbuilding (part retrospective)

Response by 24th May 2024

12.2 To consider and discuss any other planning applications received since last Parish Council meeting held on 8th April 2024.

13. To receive a report from the Councillor responsible for Highways

14. To receive a report from the Councillors responsible for Parish Assets

15. To receive a report from the Council representative on the Games Court Committee

16. To receive a report from the Council representative on the Parish Hall Committee

17. To discuss the D Day commemoration for 6th June 2024 - national plan to light beacons

18. To receive an update concerning the Annual Parish Meeting

19. Correspondence received by the Parish Clerk

20. To note the date of the next meetings to be held

a. 20th May : Annual Parish Meeting

b. 10th June : Parish Council Meeting

21. AOB

22. Matters for future consideration

- Requests for agenda items from Councillors
- Requests for agenda items from members of the public

Close of meeting

Signed : *L Moore*

Clerk to Manaton Parish Council

Dated: Monday, 6th May 2024