WHESSOE PARISH COUNCIL

You are summoned to attend the ANNUAL MEETING of WHESSOE PARISH COUNCIL which will be held on MONDAY 23RD MAY 2022 at 7 PM in WHESSOE PARISH HALL, Harrowgate Village, DL1 3AA for the purpose of transacting the business listed in the agenda below.

AGENDA

Item	Subject	Owner	Time
1	Election of Officers:		
	Chair and vice-chair	All	5 mins
	Hall Committee	All	5 mins
	Social Committee	All	5 mins
2	Introductions:		
	Apologies: to receive apologies and approve reasons for	SG	5 mins
	absence.		
3	Public participation:		
	 Residents are invited to give their views and comments to the 		
	Parish Council on issues on this agenda.		
4	Declarations of interest:		
	 To notify of any item on the agenda in which you may have an 	All	5 mins
	interest.		
5	Minutes of meeting held on 28th March 2022:		
	 To approve and sign the minutes as an accurate record. 	All	15 mins
	Update on action points.	Clerk	
6	Planning:		
	 Log of current planning applications – to note the latest 	Clerk	10 mins
	position.		
	Progress on acquisition of an interest in the Green.		
	Traffic issues on Burtree Lane and A167.		
7	Parish Councillor vacancies:		
8	Clerk and Responsible Finance Officer:		
0	Staff Committee Update	DW	5 mins
9	Finance:	DVV	3 1111113
9	Quarterly Audit Report.	TM	30 mins
	 End of Year Financial and Budget Statement 2021-22. 	Clerk	30 111113
	Asset Register – to review and approve the register.	All	
	 To approve the direct debits for the year. 	All	
	Bank Reconciliation April 2022.	FM/SD	
	Financial and Budget Statement 2022-23	Clerk	
10	Annual Governance & Accountability Return 2021-22:		
10	Internal Audit – to receive and note the internal audit report.	Clerk	20 mins
	To approve the Annual Governance Statement and Accounting	All	20 111113
	Statements.	'	
	To approve the AGAR 2021-22.	All	
11	Insurance:		
	To receive and approve quotations for the annual insurance.	All	5 mins
12	Review and approval of Council protocols and policies:		
	Code of Conduct	Clerk	10 mins
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Data Protection Policy Disciplinary Policy Equal Opportunities Policy Financial Regulations Fire Risk Assessment FOI Publication Scheme Grievance Policy Health and Safety Risk Assessment Key Holding Policy Record Management, Retention and Disposal Policy Resisk Management Policy & Plan Social Media Policy Standing Orders 13 Correspondence: Clerk 5 mins 14 Council Matters: Clerk 5 mins 15 Events and Training: Events – Queen's Jubilee. Training Clerk Marketing and Social Media: Web Design – change of ownership Clerk Messoe Parish Hall Committee: Update from Parish Hall Committee Contracts - update Hall Bookings – update Hall Bookings – update Update from the Social Committee. Social Committee: Update from the Social Committee. Update from the Social Committee. FM 5 mins				
Disciplinary Policy Equal Opportunities Policy Financial Regulations Fire Risk Assessment FOI Publication Scheme Grievance Policy Health and Safety Risk Assessment Key Holding Policy Record Management, Retention and Disposal Policy Risk Management Policy & Plan Social Media Policy Standing Orders Clerk Council Matters: Clerk Events and Training: Events – Queen's Jubilee. Training Marketing and Social Media: Web Design – change of ownership Whessoe Parish Hall Committee: Update from Parish Hall Committee Hall Bookings – update Hall Social Committee: Update from the Social Committee. By Month of the Social Committee of the Social Committee of the Social Committee: Update from the Social Committee.		Complaints Procedure		
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 Hall Bookings – update Social Committee: Update from the Social Committee. FM 5 mins 		Update from Parish Hall Committee		10 mins
18 Social Committee: • Update from the Social Committee. FM 5 mins		Contracts - update		
Update from the Social Committee. FM 5 mins		Hall Bookings – update	Clerk	
	18	Social Committee:		
		Update from the Social Committee.	FM	5 mins
19 Date of future meetings:	19	Date of future meetings:		
Discussion about frequency and dates. All 10 mins		 Discussion about frequency and dates. 	All	10 mins

CONTACT

Signed:

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The Press and Public are very welcome to attend this meeting.

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