

Christow Parish Council

Clerk: Mrs C Retallick, Bagtor Barton, Ilsington, Newton Abbot, TQ13 9RT. Tel 01364 661532

Email: clerk@christowparishcouncil.gov.uk

9th May 2023

To Members of Christow Parish Council

You are hereby summoned to attend the Annual Council Meeting of Christow Parish Council to be held in the **Bowden room of Teign Valley Community Hall, Christow, on Tuesday 16th May 2023 at 7.30 pm for the purpose of transacting the following business.**

Members of the public and press are welcome at all council meetings.

Carol Retallick

Carol Retallick, Clerk to the Council

ANNUAL COUNCIL MEETING AGENDA

- 1) **Election of Chairman**
 - a) Invite nominations and elect a chairman for the year.
 - b) Receive the Declaration of Acceptance of Office by the Chairman.
- 2) **Election of Vice Chairman**
 - a) Invite nominations and elect a Vice Chairman for the year.
- 3) **Co-option of new councillors**
 - a) Receive the Declaration of Acceptance of Office
- 4) **Appointment** of signatories for cheque payments.
- 5) **Acceptance to receive correspondence via email**
- 6) **Appointment of Committees and working parties**
 - Finance Committee
 - Personnel Committee
 - Complaints & Appeals Committee
 - Allotments Committee
 - Lenghtsman (working party)
 - Skate & Play Park weekly written checks (working party)
- 7) **Appointment of Representatives to Attend Meetings of Outside Bodies**
 - Teign Valley Community Hall
 - Teign Tennis Trust
 - Teign Valley Museum Trust
 - Dartmoor National Park Forum
 - Dartmoor National Park committee member nominations via DALC
 - CLT
 - Teignbridge Association of Local Councils (TALC suspended at the time being)
 - Devon Association of Local Councils. (DALC)
- 8) **Council Meetings** - to confirm dates of meetings till May 2024
- 9) **Council Policies and Terms of Reference for the committees** - Review and adopt

COUNCIL MEETING AGENDA

- 1) **Apologies and Acceptance for Absence:**
- 2) **Public Discussion** – To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting.
(The period of time designated for public participation shall not exceed 5 minutes).
- 3) **Declarations of Interest:** In accordance with the Code of Conduct.
- 4) **County, District Councillor's, DNPA Ranger/Representative, Forestry Commission officer, Police and Lenghtsman** - to receive reports.
- 5) **Minutes** – to approve and sign the Minutes of the meeting held on the 4th of April 2023.
- 6) **Clerks Report** - Update on matters arising from the last meeting for information only
- 7) **Christow Post Office** – Update
- 8) **Play Area** – Update from play area inspections
- 9) **Fireworks committee & funds** - to discuss and decision over safe keeping of funds
- 10) **End of Year Accounts and Annual Report**
 - a) Review the End of Year Accounts and approve for publication
 - b) Internal Audit report
 - c) Approve the Annual Governance statement
 - d) Approve the Accounting Statement

11) Planning

- 0152/23 at Court Dale Village Road, EX6 7NF Change use of pub garden to domestic, garden and re-introduce driveway.

Grant of approval

- 0058/23 Proposed demolition of existing outbuilding and construction of replacement outbuilding, Oaklands Wet Lane, Christow, Exeter, Devon, EX6 7NQ

12) FINANCE: Expenditure:	Clerk's salary for April	= £ 544.77
	SHS Ltd	= £ 302.40
	Lee Accounting – Internal Audit 120.00 + 24.00 vat	= £ 144.00
	SW Grounds Maintenance	= £ 504.00
	TVCH Annual Rent	= £ 300.00
	Engraving Parish Award	= £ 12.00
	Refreshments for Annual Parish Meeting	= £
	E Fairs	= £
	Zurich Insurance	= £ 793.18
	HP Instant Ink	= £ 52.49
DD's:	Pennon water Services	= £ 15.00
	Southern Electric	= £ 75.99
	TDC Land at Layne Field	= £ 1.00

Bank Reconciliation and Statement: The Chairman has checked invoices and bank statement against the reconciliation statement. Reconciliation and bank statement circulated to all councillors prior to the meeting.

- 13) MEETINGS ATTENDED:** to receive reports from councillors who have attended meetings on behalf of this council.

The next Council meeting is Tuesday 6th June 2023, at 7.30pm in the Bowden Room at TVCH.