

Dishforth Parish Council

Chairman: Cllr Anne Sturzaker

Parish Clerk: Jill Davis

e-mail: parishclerk@dishforthpc.org.uk

All Councillors are summoned to attend The Annual Meeting of the **DISHFORTH PARISH COUNCIL** which will be held in the VILLAGE HALL, MAIN STREET, DISHFORTH YO7 3JU on **TUESDAY THE 28TH OF May 2024 AT 7.30PM**

Jill Davis – Proper Officer

22/05/2024

Parishioners and members of the public are very welcome.

AGENDA

The Council, members of the public, and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a conference and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.

1.	E416	Election of the Chairman: a) For the Declaration of the Acceptance of Office to be signed b) For the council to consider changing the title Chairman to general neutral Chairperson c) Opening remarks from the Chairman/Chairperson
2.	E417	Election of a Vice-Chair: (if applicable)
3.	E418	Apologies: 3.a To receive apologies 3.b To approve reasons for absence given by councillors
4.	E419	Dispensations: to consider requests and Declarations of Interest to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
5.	E420	Public Participation Session: for the public to talk to Cllrs about items only on the agenda
6.	E421	PC Minutes: a) For the council to approve the minutes from the Extraordinary PC Meeting held on the 25 th of April 2024 b) For the council to approve the minutes from the Extraordinary PC Meeting held on the 30 th of April 2024 c) For the council to approve the minutes from the Extraordinary PC Meeting held on the 14 th of May 2024 d) For the council to approve the minutes from the Extraordinary PC Meeting held on the 21 st of May 2024
7.	E422	Policy Matters: a) For the council to review and adopt the Standing Orders for 2024 – 2025 b) For the council to review and adopt the Financial Regulations for 2024 - 2025
8.	E423	Review of Risk Matters: a) For the council to review and consider approving the Asset Register b) For the council to review its Insurance arrangements in respect of all insurable risks
9.	E424	Review of Subscriptions/Contracts: For the council to consider a) Review of YLCA subscription b) Review of SALC Payroll Provider c) Review of HP Instant Ink d) Streetscape continuing with the quarterly play equipment checks e) IP9 IT Services f) Community First Yorkshire g) PESTEC – Preferred Partner for vermin control
10.	E425	Policy Matters: For the council to consider reviewing its policies concerning: a) Standing Order 11 – Management of Information b) Standing Order 20 – Responsibilities to Provide Information c) Standing Orders 21 – Responsibilities Under Data Protection Legislation d) Complaints Policy – YLCA do not provide a Standard Policy e) Employment policies and procedures
11.	E426	Responsibilities/Representatives: For the council to consider the following topics: a) Responsibility for the DPC Facebook Page – agendas, minutes and notices b) Responsibility for Uploading to the WhatsApp local group - agenda, minutes and notices

12.	E427	c) YLCA – Representative (upto 2 Cllrs) - Representative d) Advisory Group (Formerly the Steering Group) - Representative e) Yorkshire Water – Liasion f) Area Forum Group B – Liasion g) Topcliffe Consolidated Charities – Liasion and helping distribution of items in the parish h) Police – Liasion i) For the council to consider any other groups to be represented by the council and clarify any other responsibilities.
13.	E428	Review of the Council’s expenditure incurred under s.137 of the Local Government Act 1972: a) To inform the council that the expenditure incurred during 2023 -2024 Nil b) To inform the council that the expenditure incurred during 2024- 2025 to date Nil
14.	E429	To deter the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council: a) Ordinary Meetings from May 2024 - December 2024 – dates set b) Ordinary Meeting January 2025 – 14 th of January 2025 @ 7.30pm c) Ordinary Meeting February 2025 – 11 th of February 2025 @ 7.30pm d) Ordinary Meeting March 2024 – 11 th of March 2025 @ 7.30pm e) Ordinary Meeting April 2025 – 8 th of April 2025 @ 7.30pm f) Annual Meeting of the Parish Council – 13 th of May 2025 @ 7.30pm
15.	E430	Ordinary Meeting: The Ordinary meeting of the Parish Council will proceed following the Annual Meeting of the Parish Council.