

BORDEN GATE PARISH COUNCIL
Clayhanger, Hockworthy and Huntsham

Clerk to the Council P Bainbridge, 35 Mount Street, Bishops Lydeard, Taunton TA4 3LH 07504507558

To Members of Borden Gate Parish Council, May 2023

You are duly summoned to attend the Annual Meeting of Borden Gate Parish Council to be held immediately following the Annual Parish Meeting in Clayhanger WI Hall at 7:00 pm on Wednesday 17th May 2023

Public question time: There will be an open forum for any questions or concerns at the beginning of the meeting. Before the start of the meeting residents are welcome to raise any issues on this agenda or to suggest items for future consideration, or simply to listen to the meeting. Because there is a limited time available in the meeting it would be preferable if any concerns are addressed to the Clerk or the Chair beforehand. Members of the public may not take part in the Parish Council meeting itself.

Declaration of Acceptance of Office to be signed by Councillors before the start of the meeting**

AGENDA OF THE ANNUAL MEETING OF THE PARISH COUNCIL

A. i. Election of Chair*

*A signed Acceptance of Office form to be returned to the Clerk.

1. Apologies: To receive apologies and to approve reasons for absence.

2. Declarations of Interest

- a. Register of Interests.
- b. To declare any personal interests in items on the agenda and their nature.
- c. To declare any pecuniary interests in items on the agenda and their nature.

(Councillors with pecuniary interests must leave the room for the relevant items)

3. Minutes of the Previous Meeting (22/03/2023)

To consider the approval of the draft minutes of the Parish Council held on 22nd March 2023.

4. Co-option to vacancies following the elections on 4th May 2023.

5. Election of Vice Chair

6. Motion** to allow absent members to sign the Declaration of Acceptance of Office before the next meeting.

7. Councillor Training – to discuss and agree attendance

8. To review:

- i. Code of Conduct
- ii. Model Standing Orders
- iii. Banking Mandate and to update signatories
- iv. The Council's Insurance
- v. The Asset Register
- vi. Council's subscriptions to other bodies
- vii. Review of adoption of other documents at future meetings

9. Matters Outstanding

a. Chimney Down (\$106) – To consider applying for a grant from the Community Wildlife Fund from Devon Communities Together.

To consider the purchase of a commemorative plaque for the tree donated by Devon Wildlife Trust planted on Chimney Down.

To discuss a replacement for the millennium bench.

To discuss how to proceed with the application for the \$106 funds available for the Down.

b. The Parish Paths Partnership (PROW) – update

d. AGAR

- i. Internal Audit report – to consider
- ii. Annual Governance Statement - for approval
- iii. Accounting Statements - for approval
- iv. Certificate of Exemption - for approval

13. Police report

14. District and County councillors' reports for information.

15. Correspondence for information

16. Clerk's report (Including urgent decisions since the last meeting)

17. Councillors' reports and items for future agendas

Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

18. Date of next meeting – to confirm the date of the next meeting & arrange meeting schedule for the coming year.

Patricia Bainbridge

Clerk to Borden Gate Parish Council

11th May 2023