

FOLKE PARISH COUNCIL

Email: folke@dorset-aptc.gov.uk/Tel: 01202 849155

Councillors are summoned to a Parish Council meeting on **Wednesday, 15th May 2024 at 7.00 pm** at Alweston Village Hall, Alweston, DT9 5HT

J. Ramsay
Joanna Ramsay CILCA
Parish Clerk
8th May 2024

AGENDA

Chair's Welcome

The Annual Parish Meeting

24.01 Matters raised by members of the public (30 minutes)

24.02 Chair's report on the year

The Annual Meeting

24.03 To appoint a Chair and Declaration of Acceptance of Office

24.04 To appoint a Vice Chair

24.05 To receive and accept apologies for absence

24.06 Declarations of pecuniary and other interests in relation to the agenda

24.07 To adopt the Standing Orders for the Council

24.08 To confirm frequency of Full Council meetings and meeting dates

24.09 To agree the Code of Conduct for Councillors

24.10 To appoint a DAPTC representative

Financial Matters:

24.11 To appoint a Responsible Finance Officer

24.12 To appoint an internal auditor

24.13 To approve the Annual Governance & Accountability Return (AGAR) 2023/24

24.14 To agree to self certify as an exempt council under the AGAR

24.15 To approve the Financial Regulations and Risk Assessment Review

Full Council

24.16 To agree the minutes of previous meeting on 13th March 2024 are a true and accurate record

24.17 Issues arising from the last meeting – Clerks Report

- Folke Lane gullies have been cleared

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- Clerk reported that she had chased up the idea of having a 'gov.uk' website/email address and the details were circulated to all Councillors. Perhaps to be discussed at the next meeting.
- Community Tree Planting Grant – discussed at the last meeting, there are four criteria to meet to apply, therefore need to know where the trees might be planted as one criteria is public access and another is must own the land

24.18 To receive report from Dorset Council

24.19 To receive reports from Councillors attending meetings on behalf of the Parish Council

24.20 To receive a finance report and to agree actions in response to proposals and payment approvals:

FROM FINANCIAL YEAR 23/24:

28/03/2024	Hugo Fox	Website Provision - Monthly Fee	£11.99
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FROM FINANCIAL YEAR 24/25:

05/04/2024	Microsoft	O365 Subscription Fee	£12.36
08/04/2024	DAPTC	Annual Subscription Fee 24/25	£196.65
15/04/2024	HMRC	PAYE for Qtr 4 (Jan to March 2024)	£96.20
28/04/2024	Hugo Fox	Website Provision - Monthly Fee	£11.99
01/05/2024	Jane Stacey	Internal Auditor Fee	£85.75
01/05/2024	Porter Dodson LLP	Solicitors Fees for Playing Field	£1,118.00
05/05/2024	Microsoft	O365 Subscription Fee	£12.36
15/05/2024	Clerk	Clerk Expenses	£27.75

24.21 To determine a response to any planning applications received as listed below:
None received

24.22 To receive an update on Playground Inspection and Maintenance:

- Lease on playing field
- Maintenance – Fence Repairs
- Litter Bin
- Insurance Update

24.23 Clerk recruitment

24.24 Items of urgent nature subject to Chair's approval

24.25 Confidential Matters (public and press to leave the meeting)

24.26 Date of next meeting – **Wednesday, 10th July 2024 at 7.00pm**

Members of the public are invited to attend the meeting as observers. There will be opportunity during the Public Forum for questions, comments, and suggestions