

# FOLKE PARISH COUNCIL

Email: folke@dorset-aptc.gov.uk

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Councillors are summoned to a Parish Council meeting on **Wednesday, 14<sup>th</sup> May 2025 at 7.00 pm** at Alweston Village Hall, Alweston, DT9 5HT

*P. Pitcher*

Penny Pitcher

**Parish Clerk**

22<sup>nd</sup> April 2025

## **AGENDA**

Chair's Welcome

### **The Annual Parish Meeting**

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

25.02 Chair's report on the year

### **The Annual Meeting**

25.03 To appoint a Chair and Declaration of Acceptance of Office

25.04 To appoint a Vice Chair

25.05 To receive and accept apologies for absence

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

25.07 To adopt the Standing Orders for the Council

25.08 To confirm frequency of Full Council meetings and meeting dates

25.09 To agree the Code of Conduct for Councillors (annual)

25.10 To appoint a DAPTC representative

### **Financial Matters:**

25.11 To appoint a Responsible Finance Officer

25.12 To appoint an internal auditor – Paula Harding

25.13 To approve the Annual Governance & Accountability Return (AGAR) 2024/45

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

25.15 To approve the Financial Regulations and Risk Assessment Review

### **Full Council**

25.16 To agree the minutes of previous meeting on 12<sup>th</sup> March 2025 are a true and accurate record

25.17 Issues arising from the last meeting – Clerks Report

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25.18 To receive report from Dorset Council

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

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

## FROM FINANCIAL YEAR 2024/25:

18/03/2025	Alweston Village Hall	Hire of hall x 5 sessions plus £100 waste	£250.00
18/03/2025	Lloyds service charges	Bank charges for account	£4.25
26/03/2025	HMRC	PAYE (Quarter 2 and 3 Payment July to September and October to December)	£199.67
28/03/2025	Hugo Fox	Website Provision	£11.99
28/03/2025	Microsoft	O365 Subscription Fee	£12.36

## FROM FINANCIAL YEAR 2025/26:

01/04/2025	Jo Ramsay	Clerk training re AGAR and end of year	£27.00
16/04/2025	DAPTC	Clerk training	£35.00
22/04/2025	Service charges	Bank service charge	£4.25
28/04/2025	Hugo Fox	Website Provision	£11.99
28/04/2025	Microsoft	O365 Subscription Fee	£12.36

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

25.22 Adoption of dob gov email address – single email address for clerk, who will forward on as appropriate – as per current arrangements

25.23 Items of urgent nature subject to Chair's approval

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

25.25 Date of next meeting – **Wednesday, 9<sup>th</sup> July 2025 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*