

Claxton Parish Council



Agenda

Date: Tuesday 21st May 2024

Time: Will follow the Annual Parish Meeting after the minimum 2-minute wait between meeting.

Place: Claxton Village Hall

Councillors are hereby summoned to this Parish Council Meeting of Claxton Parish Council. Members of the Press and the Public are invited to attend and address the Council during the public participation session. The law does not permit members of the public and the press to take part in the debates.

Charlotte Rust, Parish Clerk & RFO – claxtonpc@gmail.com

1. Welcome from the Chair.
2. To elect Chair and Vice-Chair and receive signed Declarations of Office.
3. To receive and approve apologies for absence.
4. To receive any declarations of interest from Members & consider requests for dispensation.
5. To approve the minutes of the Parish Council meeting held on Tuesday 19th March 2024.
6. Adjournment for Public Participation (15 minutes allowed for). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda before the Council make decisions.
7. **Matters arising from March's meeting, including Clerk's report.**
8. **Reports from:**
 - 8.1 District Councillor, Cllr Vic Thomson.
 - 8.2 County Councillor, Cllr Kay Mason-Billig.
 - 8.3 Biodiversity, Cllr S Wallis-Garcia.
 - 8.4 Cllr J Harwood.
 - 8.4.1. SAM2 update.
9. To consider the Village Hall Committee's request of erecting a flagpole at the Village Hall.
10. To discuss the issue of dog-fouling.
11. To consider the PCC's grant application.
12. To retrospectively approve the final submission of the National Lottery grant.
13. To approve the Internal Control Check for January – March 2024; Councillor J Harwood to lead.
14. To approve the Parish Council's insurance quote for 2024/25.
15. **Policies:**
 - 15.1 To approve the Emergency Plan.
 - 15.2 To approve the Safeguarding Policy.
 - 15.3 To review:
 - 15.3.1. Pay Policy.
 - 15.3.2. Code of Conduct.
 - 15.3.3. Financial Regulations.
16. **AGAR:**
 - 16.1 To receive and consider the Internal Auditor's report for year ending 31st March 2024.
 - 16.2 To consider whether to exempt for an external audit and if so to authorise the Clerk and Chair to sign.
 - 16.3 To consider the assertions on, and complete, the Annual Governance Statement and to authorise the Clerk and Chair to sign.
 - 16.4 To consider and approve the Accounting Statements and to authorise the Chair to sign.
17. **Finance:**
 - 17.1 To receive a Statement of Accounts as of 21st May 2024