

# **HITTISLEIGH PARISH COUNCIL**

Annual Parish Meeting Wednesday 17<sup>th</sup> May 2023 7.30 pm to be followed by the Annual Meeting of the Parish Council

## **Annual Parish meeting AGENDA**

1. Parish Council Chairman's report
2. Village Hall
3. St Andrew's Church
4. Any matters electors of the parish wish to raise

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## **Annual meeting of the Parish Council AGENDA**

1. Election of Parish Council Chair; receive Declaration of Acceptance of Office
  2. Election of Parish Council Vice Chair; Declaration of Acceptance of Office
  3. Receive Councillors' Declarations of Acceptance of office
  4. Apologies
  5. Declarations of interest
    - Councillors need to complete the register of interests (ROI) form to MDDC within 28 days
    - To declare any interests in items on the agenda and their nature
  6. Public discussion
  7. Minutes of the last meeting 15<sup>th</sup> March 2023 - to approve and sign as a correct record
  8. Receive reports from MDDC and DCC councillors
  9. Confirm the signatories for cheque payments
  10. Appoint the Planning Sub Committee
  11. Review and appoint the following roles
    - Footpaths
    - Drains and pot-holes liaison
    - Parish magazine deliveries
    - Defibrillator caretaker
  12. Review the asset and risk registers
  13. Review the insurance policy
  14. Matters Arising
    - Crediton Policing Patrol parish council ride-along report back
    - Selecta DNA kits - Police Community Crime Prevention meeting
    - Exeter Community Green Energy meeting Sat 3<sup>rd</sup> June
    - Landmark tree planting
    - Road warden report – circulated for information
  15. Payments
    - Insurance £164.60
  16. Correspondence
- For information:
- DALC bulletin (email)
  - Rural Services Network bulletin (email) and Rural Services Funding Digest (email)

**Date of next meeting w/c 19<sup>th</sup> June or 26<sup>th</sup> June TBC**

Ruth Curtis, Parish Clerk