

IDE PARISH COUNCIL

From: Mel Liversage

12 May 2022

To: Members of Ide Parish Council:

You are duly summoned to participate in the Annual Meeting of Ide Parish Council which will be held directly after the Annual Parish Meeting, which starts at at 7.30pm, on Wednesday 18 May 2022 in Ide Memorial Hall

Please note: this meeting may be recorded.

Public Participation before the Parish Council meeting.

There will be a period set aside for public participation prior to the start of the Parish Council meeting, when residents are invited to give their views and question the Parish Council on items on this agenda, or raise issues for future consideration, at the discretion of the Chair.

In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

AGENDA

1. Apologies

2. Minutes of last Annual meeting of Ide Parish Council

To consider for approval of the draft minutes of 5 May 2021. (see Ide Village website)

3. Appointment of Officers and Committees for 2022/2023

Election of the following: present appointments in square brackets []

- Chair and Declaration of Acceptance of Office, to be signed as soon as possible by the chair [Nick Bradley]
- Vice-chair [Mark Thomas]
- Treasurer – [Mel Liversage] Responsible Financial Officer
- Internal auditors – [Alison Marshall]
- External auditors – [PKF Littlejohn] assigned
- Planning committee [Ben Ervine, chair, Rachel Herbert, Mark Thomas, Laura Bell]
- Cemetery co-ordinators – [Mel Liversage, Sarah Tiley]
- School and Play Area liaison – [Mark Thomas and Laura Bell]
- Tree wardens – [Ben Ervine and Mark Thomas]
- Memorial Hall representative – [Paula Burton-Perrett]
- Footpath warden – [Andy Swain]
- Allotment co-ordinator – [Nick Bradley]
- Website co-ordinator – [Ben Ervine]
- Defibrillator monitor- [Brenda Mosedale]
- Cheque signatories - [Nick Bradley, Jessica Paine, Andy Swain, Rachel Herbert]
- Electronic Bank Authorisation - [Nick Bradley, Jessica Paine, Andy Swain, Rachel Herbert]

Working Group Members:

Covid-19 and Emergency Planning Group [Paula Burton-Perrett, Ben Ervine]

Combined Joint Fundraising Group and Weir Meadow WG [Nick Bradley, Jessica Paine, Mark Thomas]

Pynes Community Orchard WG: [Nick Bradley, Jessica Paine, Mark Thomas]

Climate Emergency and Environment: [Andy Swain]

4. Finance Report: (Clerk)

- a) Treasurer's Financial Report and approval of the accounts for year ending 31 March 2022

Papers 1a IPC Statement of Accounts 1b Summary of accounts

- b) To agree annual sum for allocation to the Village Fund, previously £500

5. Annual Internal Audit: (Clerk)

- a) To receive and consider Annual Internal Audit Report, by internal auditor, Alison Marshall,
3 May 2022 **Paper 2 Annual**

- b) AGAR (Annual Governance and Accountability Return) 2021/22

- (i) Annual Internal Audit Report AGAR 1A report completed by Alison Marshall **Paper 3 Annual**

- (ii) Section 1: To review and complete Annual Governance statement for 2021/2022 Chair and
RFO to sign and complete (blank form) **Paper 4 Annual**

- (iii) Section 2: Accounting Statements 2021/2022 **Paper 5 Annual**

- (iv) Section 3: External Auditor report and certificate for submission (blank -to be submitted
completed after the meeting) **Paper 6 Annual**

6. Dates for 2022/2023 Parish Council meetings

2022: 20 July, 14 September, 16 November;

2023: 18 January, 15 March & 17 May.

This meeting will be followed immediately by the regular May Parish Council meeting

NOTE: Contact details for residents

Clerk – Mel Liversage 01392 259024 ideparishclerk@gmail.com

Chair – Nick Bradley 01392 420616 ncabradley@gmail.com