



Dormansland Parish Council

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**Members of Dormansland Parish Council are summoned to the 22nd Annual Meeting of the Parish Council to be held at 17.30 on Wednesday, 17th May 2022 in The Centenary Rooms, Dormansland.
To be immediately followed by the ordinary meeting of the Parish Council**

Jacqui O'Sullivan

Signed
Jacqui O'Sullivan – Parish Clerk

11th May 2023

AGENDA

1	Election of Chairman and to sign the Declaration of Acceptance of Office
2	Election of Vice Chairman and to sign the Declaration of Acceptance of Office
3	Declaration of Acceptance of Office – All members to sign a Declaration of Acceptance of Office in relation to the Code of Conduct, based on the principles of public life set out in Section 27, Localism Act 2011
4	Declarations of Interest - Members to update their current entries in the Register of Members Interests / confirm that there are no amendments to their current Register of Interests.
5	To receive Apologies for Absence
6	To receive and approve Minutes of the 21 st Annual Meeting held on 4 th May 2022
7	To review and appoint Councillors to committees, working parties and responsibilities <ul style="list-style-type: none">• Planning Committee• Personnel Committee• Neighbourhood Plan• Footpaths/hedges• Speedwatch
8	To review and appoint Councillors to serve as representatives of the Parish Council on the following outside bodies: <ul style="list-style-type: none">• Surrey Association of Local Councils• Lingfield & Dormansland Fairtrade• Allotments

	<ul style="list-style-type: none"> GACC/Gatwick Airport issues
9	<p>To appoint representatives on the following bodies:</p> <ul style="list-style-type: none"> HWCAAG
10	<p>To confirm the arrangements for insurance cover in respect of all insured risks with ZURICH. Renewal quotation: £1084.76.</p>
11	<p>To review and approve payment of the following annual subscriptions:</p> <ul style="list-style-type: none"> Surrey Association of Local Councils (payment agreed for April 2023 £1127.31) SLCC Zurich Insurance - £1084.76 Surrey County Playing Fields Association GACC Satswana CAGNE - £4 ICO Rialtas - £775 + VAT
12	<p>General Power of Competence To resolve whether Dormansland Parish Council meets the relevant criteria and is eligible to use the General Power of Competence in accordance with the Localism Act 2011 ss 1 – 6.</p>
13	<p>To resolve the following documents/policies have been read and agreed by all council members:</p> <ul style="list-style-type: none"> Standing Orders Financial Regulations Risk Assessment Complaints Procedure Document Retention and Disposal Policy Information and Data Protection Policy GDPR Website and Privacy Notice Co-option Policy
14	<p>Internal Auditor for 2023 / 2024 – members to approve appointment of internal auditor.</p>
15	<p>To authorise the following regular monthly payments:</p> <ul style="list-style-type: none"> Clerk's Salary Clerk's pension with Surrey Pension Fund (paid monthly) Clerk's expenses & overtime (if required) HMRC (PAYE & NIC – paid monthly)
16	<p>Consideration of Chairman's Allowance for ensuing year</p>
17	<p>Consideration of Members' Allowance for ensuing year</p>
18	<p>Consideration of approved mileage allowance for ensuing year</p>

19	To confirm approval of ordinary meeting schedule up to and including the next annual meeting of the full council
20	To confirm that Members give their consent to receive summonses and all correspondence electronically & sign approval form.

DPC ordinary meeting to follow at 18.30.