

DOCKING PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING – MAY 2023

Clerk: Mrs Michelle Wroth

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I hereby give you notice that the Annual Parish Council meeting of the above-named Parish Council will be held in The Pavilion, Docking Playing Field on Thursday 18th May at 7pm. All members of the Council are hereby **summoned** to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Docking Parish Council welcomes the public and press to its meetings. The public and press can address the Council during the Public session. The law does not permit members of the public and press to take part in the debates.

1. Election of Chairman and Vice-Chairman
 - 1.1 - Elect a Chairman for the Council Year 2022/23
 - 1.2 - To receive the Chairmans Declaration of Acceptance of Office
 - 1.3 - Elect a Vice-Chairman for the Council Year 2022/23
 - 1.4 - To receive the Vice-Chairmans Declaration of Acceptance of Office
 - 1.5 – To receive the Declarations of Acceptance of Office by members
2. To receive declaration of interests on agenda items. Please indicate whether the interest is a personal one or one which is also prejudicial. A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest the member may speak and vote on the matter. If a prejudicial interest is declared the member should withdraw from the room whilst the matter is discussed.
3. Confirmation of the minutes, General Meeting 28th April 202
4. Present and apologies
5. Announcements from the Chair
6. Approve the Standing Orders
7. Approve the Finance Regulations
8. Approve the Code of Conduct
9. Discuss the need for the Personnel Committee, if proposed then the Election of members for the Personnel Committee
10. Public Session (please refer to the Public Participation Policy)
11. Agenda Items
 - 11.1 – Discuss and agree on Parish Council banking signatories for Online Banking and Cheques
 - 11.2 – The Old Recreational Ground rental agreements; decision to be made on the future rental and the rental cost for 23/24
 - 11.3 – Appointing a Solicitor for the Parish Council to finalise Tett Turrett asset transfer paperwork between Hill Group and the Parish Council
 - 11.4 – Open Spaces contract – a decision to be made on the future Open Spaces contract to ensure the areas are maintained going forward
12. Borough and County Councillor updates
 - 12.1– Borough Councillor update
 - 12.2 – County Councillor update

13. Finance

13.1 To approve accounts for payment.

NAME	BUSINESS	GROSS
K AND M (DD)	Streetlights Maintenance	29.06
NPOWER(DD)	Elec - Charges	TBC
CGM (DD)	Grounds Maintenance for Month	403.20
STAFFING COSTS (BACS)	May	790.25
TESCO MOBILE (DD)	Parish Council Mobile Charge	12.01
J RABY (BACS)	Internal Audit 22.23	75.00
CGM (BACS)	Attend to the Village Green 28/4 and Playing Field Cut	164.16
CGM CREDIT NOTE	Mischarged for Playing Field Cut	(86.40)

13.2– Bank reconciliation as at 30th April 2023 – Reserves at 30th April £46,462

14. Planning matters

14.1 – Planning Applications received

Ref. No	Address	Planning details	Parish Council Decision
22/01285/F	Marsuki, Stanhoe Road, Docking	Demolition of existing dwelling and construction of 1 new dwelling (link to application)	

14.2 – Planning Applications received after agenda published

14.3 – Notice of Planning Appeal – LPA Ref: [22/01076/O](#) Limagrain UK Ltd, Station Road, Docking. Custom Build Homes
Appeal Ref: APP/V2635/W/23/3320506

15. Asset Review

16. Items to be added to the following months agenda – (NOT FOR DISCUSSION DURING THIS AGENDA ITEM)

17. Close

Proposed date of next meeting Thursday 15th June 2023

The agenda is issued Wednesday 10th May 2023

Michelle Wroth – Parish Clerk

This agenda conforms to the Transparency Code 2015.