

# PURSE CAUNDLE PARISH COUNCIL

Locum Parish Clerk: Zöe Godden; 26, Warren Way, Sherborne. DT9 4FS

Email: [clerk@pursecaundlepc.org.uk](mailto:clerk@pursecaundlepc.org.uk)

Telephone: 07940 014465

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**You are SUMMONED to attend a meeting of the PARISH COUNCIL on Wednesday 29<sup>th</sup> May 2024 at 19:15 to be held at St Peter's Church, Purse Caundle.**

*The press and public are also invited to attend. Councillors are reminded that, as office holders, they are expected to comply with the Nolan Principles and the Council's Code of Conduct as well as showing respect for others in accordance with the law.*

*Before the start of the meeting, in accordance with Standing Order 3 (e) there will be an opportunity for members of the public to comment on agenda items (at the discretion of the Chair of that meeting). In accordance with Standing Order 3 (f) the question/comment time is limited to 3 minutes each, and the session should not exceed 15 minutes (unless directed by the Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will not normally be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions.*

## AGENDA

**1. Election of a Chairman for the 2024/25 year.**

To receive nominations and elect a councillor to the office of Chairman. The newly elected Chairman to sign a declaration of acceptance of office.

**2. Election of a Vice-Chairman for the 2024/25 year.**

To receive nominations and elect a councillor to the office of Vice-Chairman. The newly elected Vice-Chairman to sign a declaration of acceptance of office.

**3. To receive declaration of acceptance of office forms from all other Councillors**

**4. To note that links have been sent to all Councillors to enable them to complete their register of interest forms.**

**5. Apologies for absence (LGA 1972 s85(1))**

**6. Declarations of interest**

Members to declare any interests, including disclosable pecuniary interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any written requests from members for dispensations that accord with the Localism Act 2011 s33 (b-e) (This does not preclude any later declaration).

**7. Minutes of previous meeting(s) (LGA 1972 sch 12 para 41 (1))**

To consider approval of the minutes of the meeting held on 12<sup>th</sup> March 2024.

**8. To receive a report from Dorset Councillor Legg.**

**9. Finance**

- a. To consider the following payments for approval and to sign cheques accordingly:

Supplier	Details	Amount
Hoblake Services	Locum Clerk services	£75.00
Gordon Ellis and Co	New noticeboard	£1704.65
DAPTC	Annual subscription	£60.45

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- b. AGAR 2023-24 – To agree to exempt the Parish Council from external audit and to sign the exemption certificate accordingly.
- c. AGAR 2023-24 – To approve the Section 1 – Annual Governance Statement
- d. AGAR 2023-24 – To approve the Section 2 – Accounting Statements

**10. In view of the remaining items on the Agenda, the Council is recommended to adopt the following motion:**

That, under the provisions of Section 100A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985, the Press and Public be excluded from the meeting on the grounds that it contains information defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972.

**11. Recruitment**

- a. To note receipt of an application for the vacant role of Parish Clerk and Responsible Financial Officer
- b. To agree any further action to be taken.

**12.** To note any business for inclusion on the agenda for the next meeting.

**13.** To agree the date for the next meeting.

*Zöe Godden*

Locum Parish Clerk

24<sup>th</sup> May 2024