

DUNS TEW PARISH COUNCIL

The Duns Tew Parish Council are meeting
on **Monday 22nd May 2023 at 7:30pm**, in the Village Hall,
for the purpose of considering and transacting the business as set out in the following agenda:

Jean Ralfe – Clerk to the Parish Council
Telephone: 01869 349012.

15th May 2023

MEMBERS OF THE PARISH AND PRESS ARE WELCOME TO ATTEND:

AGENDA

1. **Election of the Chairman:**
2. **Election of the Vice Chairman:**
3. **Apologies for absence:** To receive any apologies.
4. **Declarations of Pecuniary Interest and Dispensations:** To receive any declarations of interest and requests for dispensations from Councillors relating to items on the agenda, in accordance with the Council's Code of Conduct.
5. **Minutes of the Last Meeting:** To receive the minutes of the last meeting: 6th March 2023.
6. **Public Participation:** To receive questions from members of the public relating to items on the agenda, in accordance with the Council's code of conduct and standing orders. Up to 20 minutes are allowed for public participation. Participants are restricted to 5 minutes each or 5 minutes per item.
7. **County and District Councillors Reports:** To receive reports from the county and district councillors. Restricted to 5 minutes each.
8. **Risk Assessment:** To review the Risk Assessment for 2023/24.
9. **Standing Orders:** to review the Standing Orders.
10. **Meeting dates for 2023/24:** To resolve to agree meeting dates for the next year.
11. **Finance:**
 - a) Payments due - to resolve to pay accounts as presented.
 - b) Income received – to receive details of income.
 - c) Financial Review - to receive details of Parish Council finances to date.
 - d) Asset Register - to review the asset register.
 - e) Year End Accounts
 - f) Internal Auditors Report.
 - g) Governance Statement.
 - h) Internal Control Statement
 - i) Public Notice dates
 - j) Insurance Review & Renewal.
 - k) Appointment of Internal Auditor.
 - l) Grants.
10. **Clerk's Salary:** To consider the clerks salary for 2023/24
12. **Clerk's Report:**
 - a) To update on progress, outstanding issues and actions.

13. Portfolios of Work: To allocate portfolios of work to Councillors.

14. Parish Matters:

- a). **Amenities – update Councillor Hall**
 - 1. To receive an update on the Play Area maintenance.
 - 2. To receive an update on play area checks.

- b). **Community – update Councillor Semple**
 - 1. To receive an update on the defibrillator.
 - 2. To receive an update on the welcome pack.
 - 3. To receive an update on the emergency plan.

- c). **Planning - update Councillor Landless**
 - 1. To consider planning updates, applications and responses.

- d). **Services – update Councillor Tickle.**
 - 1. To receive an update VAS/Speeding/Road Signs and 20s Plenty Campaign.

- e). **Environment – update Councillor Howard.**
 - 1. To receive an update on environmental activities.

15. Correspondence: To advise of correspondence for information and consideration.

16. Reports from Meetings: To receive reports from meetings for information:

- c) Mid Cherwell Neighbourhood Forum: Cllr. Tickle

16. Date of Next Meeting: Monday 3rd July 2023 at 7:30pm.