

**DODFORD WITH GRAFTON PARISH COUNCIL
(BROMSGROVE DISTRICT)**

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1 May 2023

**Dodford with Grafton Parish Council Parish Council Meeting to be held on
Thursday 18 May 2023 at 7.30pm
in Dodford Church, Priory Road, Dodford**

AGENDA

1. **Election of Chairman and Chairman's Declaration of acceptance of office**
2. **Election of Vice Chairman and Declaration of acceptance of office**
3. **Councillor's Declaration of acceptance of office**
4. **Apologies** – Council to receive apologies and approve the reason for absence
5. **Declarations and Register of Interests**
Councillors to complete Register of Members' Disclosable Pecuniary Interests for new term of office and to submit them to the Monitoring Officer at Bromsgrove District Council

Councillors are reminded of the need to update their register of interests and to declare:

- i. any Disclosable Pecuniary Interests (DPI) on the agenda and their nature;
 - ii. any Other Disclosable Interests (ODI) on the agenda and their nature
- Councillors who have declared a DPI or an ODI which falls within the terms of paragraph 12 (4) (b) of the Code of Conduct must leave the room for the relevant items. Failure to register or declare a DPI may result in the commission of a criminal offence.

6. **Dispensations**
To approve any dispensations from Parish Councillors who may have a DPI or ODI to allow them to stay / speak / vote in the meeting during consideration of the item.

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Chairman. Residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration, at the discretion of the Chairman. Members of the public may not take part in the Parish Council meeting itself. This period is not part of the formal meeting; brief notes will be included in the minutes as an aide memoire.

7. **Meetings**
To approve the minutes of the Parish Council meeting held on 17 April 2023
8. **Reports – for information:**
 - i. County Councillor's report
 - ii. District Councillor's report
 - iii. Social Media report
 - iv. Clerk to report on Village Hall users meeting held on 25 April 2023
 - v. Clerk's report on items not otherwise on agenda

9. Membership of Committees and Organisations

- i. To agree representatives for Worcestershire CALC meetings
- ii. To agree members of the Planning Committee

10. Asset Register

To review and approve the Asset Register (circulated prior to the meeting)

11. Insurance

To acknowledge third year of a three year agreement with Hiscox ending 31 May 2024

12. Finance

- i. To appoint a Parish Councillor to oversee the bank reconciliation on a quarterly basis
- ii. To approve the 2023 Council's Annual Review of Financial Management (circulated prior to the meeting)
- iii. To review, approve and sign the 2023 Annual Risk Assessment (circulated prior to the meeting)
- iv. To review, approve and sign the Annual Governance Statement 2022/2023 (circulated prior to the meeting)
- v. To review, approve and sign the Accounting Statements for 2022/2023 (circulated prior to the meeting)
- vi. To approve the amended Financial Regulations following Auditor's Report (circulated prior to the meeting)
- vii. To note Internal Auditor's Report for 2022/2023
- viii. To agree payments for May 2023

13. Correspondence received - for information

To note correspondence received since the last meeting and any items for a future agenda

14. Councillors items

Councillors to report items of information and to raise items for a future agenda