

**MANSTON AND HAMMOON PARISH COUNCIL**  
**(Parish Council Meeting)**  
**manstonhammoon@dorset-aptc.gov.uk**

Dear Councillors,

You are summoned to attend a meeting of the **Manston and Hammoon Parish Council to be held at 6.00 pm Monday 16<sup>th</sup> May 2022** at Manston Village Hall, Manston, DT10 1EX.

Please find a copy of the agenda below.

*Joanna Ramsay*

**Parish Clerk**

Councillors:

N. Frampton, E. Clark, S. Vestbirk, C. Poë, L. Tandoh, J. Hussey and P. Easter

**Agenda**

Chairman's Welcome

**The Annual Parish Meeting**

- 22.01 Public Discussion Period (30 mins)
- 22.02 Chairman's Report on the year

**The Annual Meeting**

- 22.03 To appoint a Chairman and Declaration of Acceptance of Office
- 22.04 To appoint a Vice Chairman
- 22.05 To receive and accept apologies for absence
- 22.06 Declarations of pecuniary and other interests in relation to the agenda
- 22.07 To adopt the Standing Orders for the Council
- 22.08 To confirm frequency of Full Council meetings and meeting dates
- 22.09 To agree the Code of Conduct for Councillors (annual)
- 22.10 To appoint a DAPTC representative

**Financial Matters:**

- 22.11 To appoint a Responsible Finance Officer
- 22.12 To appoint an internal auditor
- 22.13 To approve the Annual Governance & Accountability Return (AGAR) 2021/22
- 22.14 To agree to self certify as an exempt council under the AGAR
- 22.15 To approve the Financial Regulations and Risk Assessment Review

The Council has a general duty to consider the following matters in the exercise of any of its functions:  
Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime  
& Disorder, Health & Safety and Human Rights

This meeting is open for members of the public and press to attend

## Full Council

- 22.16 To agree the minutes of previous meeting on 14th March 2022 are a true and accurate record
- 22.17 To review the Distribution of Minutes
- 22.18 Issues arising from the last meeting – Clerks Report
- 22.19 To receive report from Dorset Council
- 22.20 To receive a finance report and to agree action in response to proposals and payment approvals:

### For Year 21/22:

24/03/2022	Playdale Playground	Play Area Equipment	£7,603.38
31/03/2022	Unity Trust Bank	Fees (for reserve and current account)	£36.00

### For Year 22/23:

11/04/2022	Clerk	HMRC (Jan to March Qtr 4 payment)	£90.80
09/05/2022	Jane Stacey	Internal Auditor Fee	£176.25
<b>16/05/2022</b>	<b>Clerk</b>	<b>Clerk Expenses</b>	<b>£82.22</b>

- 22.21 To decide on quote for benches for Jubilee Garden
- 22.22 To agree a quote for Manston Village signs – Clean Up and Repair/Replace
- 22.23 To receive an update on the Noticeboards
- 22.24 To receive an update on the new Play Area equipment – logistics/ working with Village Hall
- 22.25 To receive an update on SID Deployment
- 22.26 To receive an update on East Farm Lane sign
- 22.27 To receive an update on the Neighbourhood Plan (SV/LT)
- 22.28 To receive an update on Hammoon Bridge & Flooding (NF)
- 22.29 To discuss the use of the field which lies between The Old Rectory and The Lodge
- 22.30 Discussion on any highway issues in both villages (to include traffic & speeding)
- 22.31 To comment on any Planning Applications
- 22.32 Confidential Matters (public and press to leave the meeting)
- 22.33 Items for the next meeting
- 22.34 Date of next meeting(s) 8<sup>th</sup> August 2022  
14<sup>th</sup> November 2022  
13<sup>th</sup> February 2022

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