

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

Dear Councillors,

You are summoned to attend a meeting of **Manston and Hammoon Parish Council to be held at 6.30pm Monday 20th May 2024** at Manston Village Hall, Manston, DT10 1EX.

Please find a copy of the agenda below.

Joanna Ramsay

Parish Clerk

Councillors:

L. Tandoh, J. Hussey, P. Easter, D. Honeybun, A. Yarwood and M. Woods

Agenda

Chair's Welcome

The Annual Parish Meeting

- 24.01 Read Easy Blackmore Vale North Talk (5 minutes)
- 24.02 Public Discussion Period (30 mins)
- 24.03 Chair's Report on the year

The Annual Meeting

- 24.04 To appoint a Chair and Declaration of Acceptance of Office as Chair
- 24.05 To appoint a Vice Chair
- 24.06 To co-opt a Councillor to the vacant seat for Manston – Adam Frampton
- 24.07 To receive and accept apologies for absence
- 24.08 Declarations of pecuniary and other interests in relation to the agenda
- 24.09 To adopt the Standing Orders for the Council
- 24.10 To confirm frequency of Full Council meetings and meeting dates
- 24.11 To agree the Code of Conduct for Councillors (annual)
- 24.12 To appoint a DAPTC representative

Financial Matters:

- 24.13 To appoint a Responsible Finance Officer
- 24.14 To appoint an internal auditor
- 24.15 To approve the Annual Governance & Accountability Return (AGAR) 2023/24
- 24.16 To agree to self certify as an exempt council under the AGAR
- 24.17 To approve the Financial Regulations and Risk Assessment Review

Full Council

- 24.18 To agree the minutes of previous meeting on 26th February 2024 are a true and accurate record
- 24.19 Issues arising from the last meeting – Clerks Report
- Clerk confirmed that the issues of Manston Bridge, drains at Hammoon Lane and ditches to be dug alongside the road at Fitelstones all been raised with Highways
 - Re: P/FUL/2023/07149 – Clerk confirmed a reply had been sent to the Planning Office and a reply had been received by ex Councillor Charlie Poe from Mr Twedell (owner of that property)
 - Bank Mandate – change of Councillors will require changing signatories
- 24.20 To receive report from Dorset Council
- 24.21 To receive a finance report and to agree action in response to proposals and payment approvals:

FROM 23/24 FINANCIAL YEAR:

29/02/2024	Dorset & Somerset Air Ambulance	Grant	£300.00
31/03/2024	Unity Trust Bank	Bank Fees	£18.00

FROM 24/25 FINANCIAL YEAR:

01/04/2024	DAPTC	Annual Subscription 24/25	£141.67
15/04/2024	HMRC	PAYE (Jan to March 2024 Qtr 4 payment)	£10.40
21/04/2024	Jane Stacey	Internal Auditor fee	£122.50
13/05/2024	Clerk	Clerks Expenses	£20.55

- 24.22 To discuss and agree insurance renewal quote - £654.48
- 24.23 To agree grass cutting of playing field - £1040.00 per year
- 24.24 To agree to renew CPRE membership - £36.00 per year
- 24.25 Discussion on Defibrillator Community Funding – target for 2024/25
- 24.26 To receive an update on the SID
- 24.27 To receive an update on Hammoon Bridge & Flooding
- 24.28 Discussion on any highway issues in both villages (to include traffic & speeding)
- 24.29 To comment on any Planning Applications
- 24.30 To review and adopt the Grants Policy for 2024/25
- 24.31 Clerk recruitment
- 24.32 Confidential Matters (public and press to leave the meeting)
- 24.33 Items for the next meeting
- 24.34 Date of next meeting(s) TBC

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