



Tisbury Parish Council - Notice of Meeting & Agenda

All Councillors are hereby summoned to participate in the
Annual Parish Council Meeting at 7pm on:

Tuesday 18th May 2021

12/05/2021

Notes:

- a. The meeting will be held in the Reading Room
- b. Agenda papers will be available on the Tisbury PC website.
- c. The Chairman will confirm if any part of the meeting may not be filmed, photographed, or audio recorded. If any member of the public has an objection to being filmed, photographed or audio recorded, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

**** At the present time, resident spaces at this meeting will be limited and it is necessary to book in order to guarantee a place. If you wish to attend please contact the Clerk: 01747 260088.

If no places are available, residents may join virtually - please contact the Clerk: 01747 260088.****

Please do not just turn up at the meeting without contacting the Clerk in the first instance.

Questions or Statements

A short period of time will be set aside prior to the start of the meeting for questions or statements from members of the public on any matter concerning the village; each person speaking for no longer than 3 minutes.

Please note that any question requiring an answer that needs to be researched will be noted and included in the agenda for the following meeting.

Statements will be noted at the meeting, but no discussion will take place unless the topic is on the agenda; any discussion will take place during the agenda item.

AGENDA

1. **ELECTION OF CHAIRMAN** – any councillor is able to self-nominate, but the current Chairman is happy to stand.
2. Apologies for absence
3. Declarations of Office and Register of Interests – see attached Register of Interests form for anyone that has changes; Declaration of Office forms will be available for each councillor.
4. **ELECTION OF VICE-CHAIRMAN** – any councillor can self-nominate, but the current Vice-Chairman is happy to stand.
5. Minutes of the last Annual Parish Council Meeting on 7th May 2019
Appointments of Councillors with Special Responsibilities:
6. positions are detailed on the attached table
Appointment of Representatives to Non-Parish Council functions:
7. positions are detailed on the attached table
Appointment of Special Responsibility Volunteers:
8. current positions are detailed on the attached table; any additional ones?
Annual Reviews:
9. Review of Scheme of Delegation
10. Review of Standing Orders
11. Review of Financial Regulations
12. Review of Asset Register
13. Review of Risk Register
14. Draft Annual Governance and Accounting Return plus:
 - Reserves at 31.03.2021
 - Explanation of significant variances – 2019/20 to 2020/21
 - Draft bank reconciliations

Parish Councillor responsibilities	Elizabeth Coyle-Camp	Gerry Murray	Julie Phillips	Nick Errington	Patrick Duffy	Richard Beattie	Simon Davison
Finance - 1							
Joint Burial Committee - 3							
Planning - all							
Allotments - 1							
Amenity Maintenance - 1							
Play area inspections - 1							
Footpaths & By-ways - 1							
Risk analysis co-ordinator - 1							
Youth & Community - 1							
Transport & Car parking issues - 3							
Neighbourhood Planning - 1							
Environment - 1							

