

DITTISHAM PARISH COUNCIL

Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe

To all members of Dittisham Parish Council

28 April 2017

You are hereby summoned to attend the **Annual Meeting of Dittisham Parish Council** to be held in Dittisham Village Hall, on **Wednesday 3 May 2017 at 7.00p.m.** for the purpose of transacting the following business:

AGENDA

1. Election of Chairman

2. Chairman's Signature of Declaration of Acceptance of Office

3. Apologies

4. Resignations

5. Election of Vice-Chairman

6. Appointments to Working Parties/ positions of responsibility

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| 6.1. Dart Harbour Navigation Authority Non-Beneficiary Stakeholders' Group | 6.7. Health Services Dartmouth Steering Group |
| 6.2. Emergency Committee | 6.8. Planning |
| 6.3. Footpaths | 6.9. South Hams Community & Voluntary Services |
| 6.4. Car Parks | 6.10. Tree Officers |
| 6.5. Ham Events | 6.11. Village Hall |
| 6.6. Ham Maintenance | |

7. Note 2017-18 insurance cover

Due 3 July 2017. 3 year agreement with Allianz commenced 2015.

8. Consider 2017-18 contracts & agreements

- 8.1. Maintenance: *current contract ends 14/7/18*
- 8.2. Lengthsman: *ongoing arrangement*
- 8.3. SHDC Playground Inspection Insurance and Maintenance Program: *£100+VAT paid in 2016/17 (July). Covers financial year. 2017/18 documents pending.*
- 8.4. SHDC Payroll service: *£100+VAT in 2016/17. Paid March 2017.*
- 8.5. Clerk contract: *ongoing*
- 8.6. Website and email hosting: *£25/year plus hourly maintenance charge (2 yearly JANET government fee next due 2019)*
- 8.7. Metric maintenance agreement for Car Park ticket machines: *currently covered under 12 month warranty which ends 24/1/2018*
- 8.8. Car Park Supervision: *terms of arrangement to cover both car parks agreed MN 21/17.2*
- 8.9. Ice cream bike sales from The Ham: *2017 trial approved MN 50/17.1*

9. Consider approval of subscriptions

- 9.1. LCR-National Association of Local Councils magazine: *£17.00, paid January 2017*
- 9.2. DALC: *£97.54 paid April 2017*
- 9.3. Information Commissioner's Office: *£35.00 annually next due 27/11/16, compulsory*

10. Consider approval of 2017 Internal Audit review

11. Consider approval of 2017 Risk Register review

12. Ordinary Meetings of the Parish Council

Determine the time and place of ordinary meetings of the full council.

Annette Thom, Parish Clerk

A. Thom 28/4/17

PRESS AND MEMBERS OF THE PUBLIC WELCOME TO ATTEND