

MOSTERTON PARISH COUNCIL

Parish Council Meeting

To be held on Tuesday 12th July 2022

Agenda

Item No.	Tuesday, 12 th July 2022
	Public Discussion of items on the agenda
1.	Present and apologies: To receive any apologies for absence (and to record approval as necessary); Declarations of Interest: To receive any declarations of interest; Grants of Dispensation
2.	Report from Local Ward Councillor, Dorset County Council
3.	Report from Representative of Dorset Police
4.	Minutes from previous meetings: To receive and approve the draft minutes of: (a) the regular meeting held on 10 th May 2022 (<i>attached to email</i>) (b) the Extraordinary Meeting held on 21 st June 2022 (<i>attached to email</i>)
5.	Matters arising from previous meetings: (a) 10 th May 2022 (b) 21 st June 2022
6.	<u>Internal Audit Report for 2021-22 Financial Year (June 2022):</u> This was previously noted and accepted as part of the AGAR 2021-22 process at the Council's extraordinary meeting on 21 st June 2022. Today, this item is to follow up on the high priority recommended actions requiring council approval (reference numbering is from Internal Audit Report Action Plan): (a) <u>2022-2023 Budget:</u> to be drawn up and approved retrospectively (4.1), (agreed by internal auditor in the circumstances), to fit the Precept for 2022-23 set in the emergency meeting on 22 nd January 2022, (<i>document to follow</i>); (<i>normally approved prior to setting the precept, usually December or January</i>) (b) <u>Quarterly Monitoring of the 2022-23 budget:</u> 1 st Quarter ending 30 th June 2022 (4.2) (<i>document to follow</i>) (c) <u>Quarterly monitoring of bank reconciliation:</u> 1 st quarter ending 30 th June 2022 (1.1) (<i>document to follow</i>)

	<p>(d) <u>Contingency plan for any future unexpected significant absence of Clerk to enable continuity of business e.g. use of locum or mutual agreement with neighbouring Council:</u> for discussion (2.2)</p> <p>(e) <u>Approve full list of payments made in 2021-22 to ensure all payments properly approved:</u> (2.4), (document to follow)</p> <p>(f) <u>VAT Return for 2021-22 checked against invoices to verify amount to reclaim:</u> (2.6) Verbal report from Clerk</p> <p>(g) <u>Approve and sign the minutes of meeting on 13th July 2021:</u> (3.2) Internal auditor could not find evidence that these minutes had been approved - no regular meetings held in-year after July 2022 (attached to email)</p> <p>(h) <u>Review of Risk Assessment:</u> Annual review not carried out in 2021-22 – no regular meetings held in-year; (3.1) (January 2021 parish council-approved document attached to email)</p> <p>(i) <u>Ensure all unpaid allotment plots 2021-22 are invoiced and the rent collected:</u> (5.1) For discussion</p>
7.	Update on Village Green and Sponsorship of Ham Stones: For discussion
8.	Financial Report: Receipts and payments since the last regular meeting (10th May 2022): to note and approve.
9.	<p>Planning: to note and consider</p> <ul style="list-style-type: none"> a) Applications handled since last meeting b) Decisions notified by Dorset Council since the previous meeting c) New application(s) to be considered d) Tree applications <p><i>(Note: At 05/07/2022 – No new planning applications since the last meeting; the outstanding application for three two-storey properties on land above Orchard Way by the church is still under Dorset County officer consideration)</i></p>
10.	Correspondence: Report on local correspondence since the previous regular meeting (10 th May 2022) – document to follow
	Public Discussion of agenda items for next meeting – <u>Tuesday 21st September 2022</u> (note change from 13 th Sept 2023)