Tisbury Parish Council - Notice of Meeting & Agenda

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

Tuesday 3rd May 2022

26/04/2021

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; the current Chairman is happy to stand in the short-term.
2. Apologies for absence
3. Declarations of Office and Register of Interests – Register of Interests forms will be available for anyone that has changes; Declaration of Office forms will also be available for each councillor in hard copy at the meeting - wet signatures are required.
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 18th May 2021

Appointments of Councillors with Special Responsibilities:

6. **Current** 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.

Annual Reviews:

9. Review of Financial Regulations – these regulations require a number of amendments following the Internal Audit Report and will be reviewed in June.
10. Review of Standing Orders – see available document.
11. Review of Scheme of Delegation – to be reviewed in June along with the Financial Regulations
12. Review of Asset Register – reviewed in March due to insurance requirements and no other changes now required.
13. Review of Risk Register – reformatting not yet complete – now for review in July.

Parish Councillor responsibilities	Simon Davison	Gerry Murray	Richard Beattie	Rosie Buck	Felicity Corp	Elizabeth Coyle-Camp	Nick Errington	Victoria Hillier	Jerry Mason	Julie Phillips
Finance - 1		X								
Joint Burial Committee - 3			X	X					X	
Planning - all	X	X	X	X	X	X	X	X	X	X
Allotments - 1						X				
Amenity Maintenance – Village Warden										
Play Area Inspections - Village Warden										
Footpaths & By-ways - 1						X				
Risk analysis co-ordinator - 1										X
Youth & Community - 1	X									
Transport & Traffic - 3	X	X								
Neighbourhood Planning - 1	X	X								
Environment - 1										X

Appointment of Representatives to Non-Parish Council functions: These positions carry no responsibility unless elected to act as an Officer , e.g. Chairman, Vice-Chairman etc.	Simon Davison	Gerry Murray	Richard Beattie	Rosie Buck	Felicity Corp	Elizabeth Coyle-Camp	Nick Errington	Victoria Hillier	Jerry Mason	Julie Phillips
Alice Combes Trust * - Debbie Carter										
Lord Arundell of Wardour Trust* -	X									
SW Wiltshire Community Safety Partnership		X								
TISBUS						X				
Victoria Hall Committee						X				
~~Tisbury Business Association~~										
Nadder Centre			X		X		X			
Nadder Community Land Trust		X								
Tisbury Memory Group							X			
Environmental Issues				X						X
Tisbury Neighbourhood Response Team						X				

Trees Warden	
Community Emergencies	Village Warden
Community Speed Watch	Village Warden