

DUNSTER PARISH COUNCIL

Dear Councillor

08th May 2024

You are hereby summoned to attend the Council Meeting of the Dunster Parish Council to be held on **Monday 13th May 2024 at 7.00pm** at Dunster Tithe Barn Meeting Room for the purpose of transacting the following business.

Yours sincerely

Sj Towells

Sarah Towells - Clerk to the Council

Prior to the start of the meeting David Noad – Chairman of the Dunster Winter festival Committee will update the Council on the plans so far.

AGENDA

- 24/01 Election of Chairman and receipt of acceptance of office**
- 24/02 To note apologies for absence**
- 24/03 Any new Declarations of Interest & Dispensations**
- 24/04 Election of Vice Chairman**
- 24/05 Minutes of the Meeting held on Monday 08th April 2024 for approval** (forwarded)
- 24/06 Appointment of councillors to Committees/Groups/Representatives**
 - 24/06.1 Finance Committee
 - 24/06.2 Allotment Group
 - 24/06.3 Cemetery Group
 - 24/06.4 Planning Group
 - 24/06.5 Buttercross Orchard
 - 24/06.6 Climate Group
 - 24/06.7 Personnel Committee
 - 24/06.8 Grievance Committee
 - 24/06.9 Disciplinary Committee
 - 24/06.10 Dunster Working Group
- 24/07 Appointment of Councillors as representatives on outside bodies**
 - 24/07.1 Marsh Playing Field
 - 24/07.2 Packhorse Playing Field
 - 24/07.3 Memorial Hall
 - 24/07.4 Tithe Barn
- 24/08 Agreeing to subscribe to outside Bodies**
- 24/09 Review of Standing Orders** (attached)
- 24/10 Code of Conduct** (attached)
- 24/11 Review of Financial regulations** (attached)
- 24/12 review of Risk register** (attached)
- 24/13 Somerset Councillor Report**
- 24/14 Accounts report**
 - 24/14.1 Approval of expenditure (to be given out day of meeting)
 - 24/14.2 Current account expenditure analysis for April 2024
 - 24/14.3 Bank reconciliation for April 2024
 - 24/14.5 Budget Monitoring

- 24/14.6 PAYE figures for April 2024
- 24/14.7 To Consider the findings of the internal audit review
- 24/14.8 To approve the Annual Governance Statement
- 24/14.9 To consider the Accounting Statements
- 24/14.10 To approve the Accounting Statements
- 24/14.11 Chairman to sign the Accounting Statements
- 24/14.12 Dates of the period for the exercise of public rights
- 24/15 Planning**
- 24/16 Toilets**
- 24/17 Cemetery**
- 24/18 Allotments**
- 24/19 Buttercross Orchard**
- 24/20 Riverside Walk**
- 24/21 Correspondence**
- 24/21.1 Letter from Tithe Barn committee
- 24/21.2 Letter regarding Rights of Way
- 24/21.3 Insurance renewal
- 24/22 Highways**
- 24/22 .1 Quotes for Bollards
- 24/23 Dunster Parking Review**
- 24/24 Bike Racks**
- 23/25 Car Park by Tithe Barn**
- 23/26 Signs for Defibs – quotes**
- 24/27 Signs for High Street**
- 24/28 Bus shelter – Quotes to repair broken slats**
- 24/29 Biodiversity Policy**
- 24/30 Items to Report and Matters for the next meeting to be held on Monday 10th June 2024**