


To the Members of **Rooksdown Parish Council**:

You are hereby summoned to attend the online Annual Meeting of the Parish Council to be held on Monday 18 May 2020 at 7:30 pm when it is proposed to transact the business listed below.



Martin Whittaker, Clerk

Issued: 12/5/2020

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*MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ALL MEETINGS*

To find out how to join the meeting online please see the [instructions on the website](#), use the link [tinyurl.com/ydx6byak](https://tinyurl.com/ydx6byak) or scan this code:



**AGENDA**

- 20/82 **Election of Vice-chairman**
  - 20/83 **To receive and accept apologies for absence**
  - 20/84 **To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**
  - 20/85 **To approve the minutes of the Rooksdown Parish Council meeting of 27 April**
  - 20/86 **To discuss matters arising from the minutes**
- All items complete except:
- 20/4 Apply to BDBC for bus shelters – suspended due to pandemic
  - 20/12 LIF fencing update – suspended
  - 20/25 Rewilding – suspended
  - 20/55 Delivery arrangements for Rooksdown Reporter – suspended
  - 20/59 Skatepark cleaning equipment – suspended
  - 20/60 Beekeeping on the allotment – suspended
  - 20/61 Salt bins – suspended
  - 20/64.1 Car park transfer – suspended
  - 20/64.2 Arrangements for eviction of plothead -Clerk
  - 20/64.3 Staff matters – Mahoney
  - 20/78 Main Hall WG – Clerk – on agenda
- 20/87 **Review of delegation arrangements to committees, sub-committees, staff and other local authorities**
  - 20/88 **Appointment of committees and review of terms of reference**
  - 20/89 **Review and adoption of appropriate standing orders and financial regulations (see attached)**
  - 20/90 **Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses (see attached)**
  - 20/91 **Review of representation on or work with external bodies and arrangements for reporting back**
  - 20/92 **Review of inventory of land and other assets including buildings and office equipment (see attached)**

- 20/93 **Confirmation of arrangements for insurance cover in respect of all insurable risks (see attached)**
- 20/94 **Review of the Council's and/or staff subscriptions to other bodies**
- 20/95 **Review of the Council's Policies and Procedures (see attached)**
- 20/96 **Review of Financial Risk Register (see attached)**
- 20/97 **Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence**
- 20/98 **Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**

Suggested dates:

June 22  
July 27  
September 28  
October 19  
November 23  
January 25  
February 22  
March 22  
April 26  
May 17

- 20/99 **To invite members of the public to address the meeting (up to 15 minutes in total)**
- 20/100 **To receive reports from:**
1. Chairman of Rooksdown Parish Council
  2. Clerk to the Parish Council
  3. County Councillor
  4. Borough Councillor
  5. Rooksdown Community Association (RCA)
  6. Sherborne Fields Residents Association
  7. Police/PCSO/CSPO
- 20/101 **Confirmation of payments to be made during the year without further authorisation under clause 5.6 of the Financial Regulations:**
- Clerk's salary
  - PAYE
  - Phone
  - Office rent
  - Hall hire
- 20/102 **To approve payments**
- 20/103 **To note current bank reconciliations and approve/sign annual bank reconciliations (see attached)**
- 20/104 **Planning applications**
1. Applications not on agenda
- Application received between the date of this agenda and the meeting, for which the closing date is before the next meeting, will be discussed under this heading.
- 20/105 **To receive progress report on the Main Hall Working Group and make appropriate decisions - Clerk**
- 20/106 **To consider grant requests**

- 20/107 **To approve the erection of a gate on allotment plot 16b - Clerk**
- 20/108 **Chairman's correspondence**
- 20/109 **Clerk's correspondence**
- 20/110 **Chairman to close meeting**

Attachments may be found on the council website under [Council Documents/Agendas](#) – scan this code for direct link - or obtained by email using the address below.

