**BERRY POMEROY PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**ON TUESDAY 3rd JUNE 2025 AT 7.15pm**

**BRIDGETOWN COMMUNITY HALL**

Notice is hereby given that the full meeting of Berry Pomeroy Parish Council will be held at Bridgetown Community Hall on Tuesday 3rd June 2025 at 7.15pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Berry Pomeroy Cllrs are required to attend by 7pm.

Please note under the Openness of Local Government Bodies Regulations 2014 this meeting has been advertised as a Public Meeting as such could be filmed or recorded by broadcasters, the media or members of the public. **Anyone wishing to record or film must obtain prior consent and make themselves known prior to the start of the meeting.**

This meeting will be recorded to assist the Clerk in the production of accurate Minutes.

**AGENDA**

Chair to sign Acceptance of Office

**7.15pm PUBLIC FORUM** – Questions must relate to the Agenda and be submitted to the Clerk by 5pm on Friday 30th May 2025

**District Cllr Report. County Cllr Report. Ward Cllr Report/Police Advocate Report** (to be circulated by the Clerk prior to meeting) – Please submit written report at least 24hrs prior to 2nd June 2025. Please note: 3 minutes is allocated to each person.

STANDING ORDERS

**1. Apologies**

**2. Declaration of Interests**

**3. Approval of the Minutes of the Parish Council AGM held on Tuesday 6th May 2025**

**4. Meeting protocol.** The Chair

**5. Polices & Procedures adoption:** Previously circulated to Cllrs.

**6. Approval of Annual Accounts –** previously circulated to Cllrs.

**7**. **Approval of AGAR:** Annual Governance and Accountability Return.

 Note: Our accounts are under £25,000 and, therefore, there will be no requirement for an external audit.

**8. Clerk’s Report:**

1. Correspondence/Misc communications

2. Monthly Finance Sheet – Circulated prior to the meeting

3. Late Planning Applications

**9. Personnel Officer Discussion and Vote**: To discuss the addition of one further Officer along with the Chair as Personnel Officer. Terms of Reference to be produced if additional person is agreed, for approval at the next meeting.

**10. Email Policy, Protocol & Security:** The Chair/Clerk

**11. PART II –**

1. Vote to exclude members of the public & press due to the confidential nature of the business to be discussed and transacted.

2. Complaint

3. Personnel

4. BPPC – confidential information and courtesy information, reference breach of personal data.

**12. Date of Next Meeting:** Tuesday 1st July 2025 at Berry Pomeroy Village Hall 7.15pm

Mrs S Watt

Clerk to Berry Pomeroy Parish Council - 23rd May 2025