

# ST MARTHA PARISH COUNCIL

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Members of St Martha Parish Council are hereby summoned to attend an  
**Extra-Ordinary PARISH COUNCIL MEETING**  
to be held on **Tuesday 28<sup>th</sup> February 2023 at 7.00 pm in Chilworth Village Hall** for the purpose of  
transacting the following business.

Members of the public and press have a right and are cordially invited to be present at the  
meeting.

Anne Tait  
23/02/23

## **1. Apologies and Reason for Absence**

GBC Councillors Richard Morris  
SCC Councillor Bob Hughes

**2. Declaration of Disclosable Pecuniary Interests (DPIs)** - by Councillors on any of the agenda items  
below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI  
2012 No. 1464)

**3. Declaration of Non-Pecuniary Interests** in accordance with the Parish Council's Code of Conduct.

**4. Register of Interests** – a declaration from Members on amendments.

## **5. Public Session**

Members of the public are able to express a view or ask a question on relevant matters on the agenda  
and are welcome to stay and observe, but not comment upon the rest of the meeting without the  
consent of the Chairman.

## **6. Planning**

To discuss and agree a response to GBC on any applications received since the last meeting.

## **7. The Parish Councils Asset Register and Risk Assessment**

- To review and agree the Asset Register for year ending 31/03/23.
- To review and agree the Risk Assessment Register for year ending 31/03/23.
- To review and agree the frequency and completion of the Risk Assessments of assets.

## **8. Council policies and procedures**

- To receive and discuss an update from Cllrs Mrs Tantram and Pugh on the statutory policies  
required for St Martha Parish Council. Policies to review – previously sent to all Members:
  1. Dignity at Work – no amendments
  2. Disciplinary Procedure – amended
  3. Equality and Diversity – amended
  4. Grievance Procedure – amended
  5. Habitual and Vexatious – new
  6. General Communication Policy – new

## **9. Parish Council Website**

To discuss a webpage referencing Climate Change news and organisations.

## **10. Recent Developments re West Lodge**

Cllr Mrs Price and John Price to give an update.

## **11. The Annual Assembly of St Martha Parish**

To agree the poster and advertising campaign.

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### **12. Items for the next meeting**

Items for inclusion on future agendas - to receive any suggestions from members.

**Date of the next Council Meeting:** Tuesday 28 March 2023 in Chilworth Village Hall at 7 p.m.