

Burlescombe Parish Council

21 August 2024

To: All members of Burlescombe Parish Council

Dear Councillor

You are duly summoned to attend a meeting of the Asset and Responsibilities Working Group to be held in the Westleigh URC Hall on Monday, **28 August 2024 at 7.30pm**.

Yours sincerely
Susan McGeever
Acting Parish Clerk

AGENDA

- 1. Apologies**
- 2. Declarations of Interest/Dispensations**
To receive any declarations of interest relating to business to be conducted at this meeting and
To consider any dispensation requests and confirm any relevant dispensations.
- 3. Minutes of Previous meetings:** to approve minutes of the meeting on 5 August 2024.

Discussion on the following items will provide recommendations to the next full Parish Council meeting

- 4. Clarification on declarations of interest**
- 5. External participation in Parish Council meetings**
- 6. Consideration of protocol for filming of Parish Council meetings**
- 7. Update on website/emails and potential ways forward**
- 8. Update on Parish Council documentation**
- 9. Update on taking over responsibility from Mid Devon District Council for the Play Park**
- 10. Clerk recruitment process**
- 11. Ongoing review of assets and responsibilities**
- 12. Dates of the next Working Group Meetings**