

Appendix B Draft Annual Parish Meeting 2024 – proposed format

For Decision

Timing and venue

7.30-9.00pm Wed 1st May – back area of the Abbey

Format

In line with required content:

1. Introduction	5 mins	Mike C
2. 2023/24 Annual Report	15 mins	Mike C
3. 2023/24 statutory reporting of Parish Council finances	10 mins	Jenny W
4. Questions from residents about the 2023/24 reports	10 mins	Mike C /All
5. Dorchester 2030 priorities and way forward	50 mins	John T / All

Annual Report content

- Item 2 - will highlight the main achievements of the PC over the past year and also highlight some of the challenges we still have, including beginning of transformation, appointment of new clerk, delivery of playground and other rec facilities, 20mph speed limit, but also need to resolve bypass traffic issues, future of pavilion and flooding.
- Item 3 – will report on state of our finances including annual profit/loss, precept increase, cash balances etc.

Dorchester 2030 way forward

- Two steps – firstly formal community endorsement of the 5 priority areas that the PC has recommended and then discussion on how we will make them happen
- Step 1 – John T to summarise our proposed priorities and take any questions. Concluding with a formal endorsement by the meeting
- Step 2 – break out with councillors manning 5 stations covering the priorities and encourage residents to move between each station and talk to councillors to discuss what each priority might include in more detail and hopefully offer their help to make it happen
- Lisa Stead of CFO will hopefully be in attendance if there are any detailed questions about the survey but we don't intend to get too detailed on the analysis

Publicising of Annual Parish Meeting

- Formal notification to be placed on noticeboards, facebook, village website and on posters to encourage attendance