

West Crewkerne Parish Council

ANNUAL COUNCIL MEETING

NOTICE IS HEREBY GIVEN THAT THE WEST CREWKERNE PARISH COUNCIL
ANNUAL COUNCIL MEETING WILL BE HELD AT THE CLAPTON AND WAYFORD VILLAGE HALL
AT 7.30pm on THURSDAY 23rd MAY 2024

Rose Richards, Clerk to the Parish Council: 17th May 2024

ALL COUNCIL MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC AND THE PRESS

(Public Bodies (Admission to Meetings) Act 1960)

AGENDA

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety, Bullying & Harassment and Human Rights

201 Election of Chair

Proposal: To elect a chairman for the forthcoming year.

202 To receive the Chair's Declaration of Acceptance of Office

203 Election of Vice Chair

Proposal: To elect a Vice Chairman for the forthcoming year

204 To receive Vice Chair's Declaration of Acceptance of Office

205 Members to receive apologies for absence and to approve the Reasons given (LGA 1972 s85(1))

206 To receive any Declarations of Interest (pecuniary or non-statutory Interests)

207 Open Forum including Somerset County Councillors Reports

Members of the public can ask questions of, raise concerns, or make comments regarding the Parish Council. A speaker in the Open Forum may only represent his, her or their own point of view and shall not speak for more than 3 minutes. Issues raised may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

208 Approve the Minutes of the Council Meeting held 28th March 2024 (LGA 1972 sch 12, para 41(1))

209 Election of Joint Burial Committee members

Proposal: To elect members to stand on the Joint Burial Committee

210 Election of Matthew Chubb Almshouses Charity Committee Member

Proposal: To elect a member to represent the Council on the Matthew Chubb Almshouses Charity

211 Outstanding Items Update

- a) Update on the progress of the application for SID Funding

212 Planning Matters

West Crewkerne Parish Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments made by the Parish Council will be reported to the Planning Officer. South Somerset District Council is the Planning Authority and will issue the final decision notice

- a) Members to resolve Applications received:
 - Application Reference: 24/01028/TPO (For Information Only)
Applicant: Mr P Jeeps
Location: Hillside Farm Ann Bulls Grave Road West Crewkerne TA18 8QS
Proposal: To fell a group of trees shown by Somerset Council (WECR 1) 2010 TPO

- b) Applications Decisions received:
24/00117/HOU Shearstones Ann Bulls Grave Road West Crewkerne TA18 8QS – Permitted with Conditions
24/00166/FUL Clapton Court Clapton Road West Crewkerne TA18 8PT – Permitted with Conditions
- c) Applications Awaiting Decision – None

213 Members to approve the 2024-25 donation to Clapton & Wayford Village Hall

214 Finance

Proposals:

- a) Members to note the May schedule of payments and approve the March and April bank reconciliations
- b) Members to approve the Ear Marked Reserves Opening Balances for 2024-25

215 Internal Auditors Report

Proposal:

- a) To receive and approve the Internal Auditor's Report.
- b) To confirm the Council is satisfied that the Internal Auditor has undertaken the audit satisfactorily.

216 Annual Return for the Financial Year Ended 31st March 2024

Proposal:

- a) To consider and approve Section 1 – Annual Governance Statement for 2023-24
- b) To consider and approve Section 2 – Accounting Statements for 2023-24
- c) To approve signing the Certificate of Exemption – AGAR 2023-24 Form 2
- d) Members to agree the dates for the exercise of Public Rights to the financial records of the Parish Council

217 Document Review

Proposal: Members to review and adopt the following policies:

- a) Grant Awarding Policy
- b) Donations Policy
- c) Audio Recording, Filming, Photographing and Reporting of the Proceedings of Council and committee meetings
- d) Governance & Accountability for Smaller Authorities in England – For Information Only

218 Report from the Joint Burial Committee

219 Highways Matters and Flooding Issues

220 Training To verify which councillors still need to attend Code of Conduct Training

221 Clerk's Report and Correspondence –

- Annual accounts records and AGAR form sent to Internal Auditor Mick Wilson
- Email sent to the Devolution Team at Somerset Council requesting a Price List
- Precept payment advice received dated 24th April 2024
- VAT 126 claim submitted to HMRC for 2022/23 and 2023/24 totalling £85.64
- Year End Earmarked Reserves calculated and the £1,976.00 underspend for Joint Burial Board transferred to the EMR opening balances for 24/25
- SID Funding chased on two separate occasions

Confidential Items

Proposal: Under Standing Orders 3d and 10xi the Parish Council resolves that in view of the confidential nature of the business to be transacted (legal, personal, or commercial), the press and public be excluded and they are instructed to withdraw.

222 Members to decide if a Grit Bin and grit bags should be purchased for Hewish

223 Date of Next Meeting: 25th July 2024