

Combe Florey Annual Parish Council Meeting

combefloreysec@gmail.com

You are hereby summoned to attend a Combe Florey Annual Parish Council Meeting, to be held at Combe Florey Village Hall on Tuesday 24th May 2022 at 7.00pm

Gemma Coombes Parish Clerk.

Agenda

- 1) Welcome by Clerk
- 2) Apologies for absence
- 3) Declarations of Interest for anything on this agenda
- 4) Receive signed and completed documents
 - I. Declaration of acceptance to office
 - II. Registration of interest form
 - III. Code of conduct
 - IV. List of councillors details
- 5) Election of Chair Person for forthcoming year
 - I. Chair Persons acceptance to office forms
- 6) Election of Vice Chair Person for forthcoming year
 - I. Vice Chair Persons acceptance to office forms
- 7) Approval of minutes of last meeting
- 8) Setting Councillors portfolios for forthcoming year
- 9) Public participation
- 10) Matters Arising / Matters brought forward from Annual Parish Meeting
 - I. Council to discuss list of prescribed standing orders - Raised at Annual Parish Meeting
 - II. Parish news letter
- 11) Somerset County councillor's report
- 12) Somerset West and Taunton District report
- 13) Policing report
- 14) Planning
 - I. Current planning applications
 - Consider planning application 11/22/0008/LB Various external and internal alteration at The Old Manor House West, Combe Florey Road, Combe Florey.
 - II. Other planning matters
- 15) Finance
 - I. Account balance
 - II. Review of accounts to 5 April 2022
 - III. Annual Governance & Accountability Review
 - a. Section 1 – Annual Governance Statement 2020/21 – signature and adoption by Chairman and Clerk (with minute reference)
 - b. Section II – review of Accounting Statements – adoption and signature by Chairman, RFO (with minute reference)
 - c. Signature and adoption of Accounts by Council
 - d. pass approved accounts to internal auditor
 - e. Submit to PKF once approved and adopted accounts have been signed off by internal auditor
 - IV. Other Parish Financial matters.
 - a. Bank Reconciliation and Cash Days Books
 - b. Remittances
 - I. 2022/2023 Precept - £4000
 - c. Invoices for payment
 - I. Parish Clerk wages, expenses (April - May inclusive) £226.80 and back pay 1.75% back pay to 1st April 2021 - 31st March 2022 £21.60 (before deductions) Total = £24840
 - II. HMRC
- 16) Highways & Footpaths

- I. Moving footpath so there is no need to walk along the main B3224 for about 50m. As an official change could take 30 years we need to speak to land owner.

17) Village Maintenance.

- I. Village Garden
- II. Road signs (Finger posts)
- III. Pull in by Trebbles Holford needs some attention. - Cllr Simon Hawes to speak to Mark and ask him to look at this for us. (Raised at Annual Parish Meeting)

18) Jubilee plans

19) Village Hall - status report

20) Topics for future meetings

21) Correspondence

- I. Next Meeting: Parish Council Meeting 06th September 2022.
- II. Location: Combe Florey Village Hall.
- III. Time 7.00 pm