

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 28th May 2024 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) Election of Chairperson for forthcoming year
- 5) Election of Vice Chairperson for forthcoming year
- 6) Approval of minutes of last meeting
- 7) Setting Councillors portfolios for forthcoming year
- 8) Public participation
- 9) Matters Arising / Matters brought forward from other meetings and Annual Parish Meeting
 - I. Dog waste bins
- 10) Somerset Council report
- 11) Policing report
- 12) Planning
 - I. Current planning applications
 - a. Planning application 11/24/0004
Variation of Condition No. 02 (approved plans) of application 11/22/0007 in order to erect a first floor over part of the approved single storey extension on the east elevation at Shuttern, Combe Florey Road, Combe Florey
 - II. Other planning matters
- 13) Finance
 - I. Account balance
 - II. Review of accounts to 5 April 2024
 - III. Annual Governance & Accountability Review
 - a. Section 1 – Annual Governance Statement 2023/24 – 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. CIL Funding –
 - a. Update on CIL funds received
 - b. Qualifying projects undertaken and outstanding balance subject to clawback
 - c. Proposals for future qualifying projects.
 - V. Appointment of new Internal Auditor for future years – with thanks to Sue Greenway
 - VI. Appointment of new RFO for future years
 - VII. Other Parish Financial matters.
 - a. Bank Reconciliation and Cash Days Books
 - b. Remittances
 - I. 2024/2025 Precept - £4000
 - c. Invoices for payment
 - I. Parish Clerk wages, expenses (April - May 2024 inclusive) £247 (before deductions)
 - II. HMRC
 - III. Cllr Cleverly Parish Meeting expenses - £16.74
 - IV. Parish Council Insurance - £454.78
 - V. Chris Johns Garden works - £180
 - d. Any other invoices submitted after agenda set for consideration by Council

- 14) Topics raised at the Annual Parish Meeting
 - I. Bridge collapse near pub
 - II. Community WhatsApp group
 - III. Footpath issues
 - IV. Updates on broadband
 - V. State of the bank
- 15) Highways & Footpaths
- 16) Village Maintenance.
 - I. Plans for next phase in Garden project
- 17) Village Hall - status report
- 18) Setting meeting dates for forth coming year
- 19) Topics for future meetings
- 20) Correspondence
 - I. Next Meeting: Parish Council Meeting date TBC in July 2024.
 - II. Location: Combe Florey Village Hall.
 - III. Time 7.00 pm