

Combe Florey Parish Council

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 Monday 24th May 2021 at 7.00pm

Please see attached notice of Covid restrictions.

Gemma Coombes Parish Clerk.

Annual Parish Council Meeting Agenda

- 1) Welcome by Clerk
- 2) Apologies for absence
- 3) Declarations of Interest
- 4) Election of chair
- 5) Election of vice chair
- 6) Approval of minutes of last meeting
- 7) Setting councillor portfolios for forthcoming year
- 8) Public participation
- 9) Matters Arising
 - I. Upgraded broadband for the area, investigate grants to get better speeds.
- 10) Somerset County councillor's report
- 11) Somerset West and Taunton District report
- 12) Policing report
- 13) Planning
 1. Current planning applications
 2. Other planning matters
- 14) Finance
 - I. Account balance
 - II. Review of accounts to 5 April 2021
 - III. Annual Governance & Accountability Review
 - a. Internal audit report
 - b. Section 1 – Annual Governance Statement 2020/21 – signature and adoption by Chairman and Clerk (with minute reference)
 - c. Section II – review of Accounting Statements – adoption and signature by Chairman, RFO and minute reference
 - d. Signature and adoption of Accounts by Council
 - e. Submission of duly adopted and authorised Part 2 AGAR to PKF
 - IV. Other Parish Financial matters.
 - a. Bank Reconciliation and Cash Days Books
 - b. Insurance renewal
 - c. Remittances
 - I. 2021/2022 Precept - £4000
 - d. Invoices for payment
 - I. Parish Clerk wages (April - May inclusive) £223.20 (before deductions)
 - II. HMRC
 - III. BHIB Insurance renewal - £309.30
 - IV. Cllr Weeks expenses for pump - £380.23
 - e. Reclaim of VAT
- 15) 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.
 - II. Update on Farmers' Arms / A358 road junction and result of discussion with Highways Officer.
 - III. Status of tower lane
 - IV. State of Tower Lane also Combe Down Lane connecting with B3224
- 16) Village Maintenance.

- I. Village Garden - project remit
- II. Repair to pump

17) Village Hall - status report

18) Topics for future meetings

19) Correspondence

20) Next Meeting:

- I. Date: September 7th 2021
- II. Location: Combe Florey Village Hall
- III. Time 7.00 pm

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COVID-19 Requirements for holding Parish Council meetings in person. Combe Florey Village Hall

- 1) Restricted to 12 Parishioners in attendance
- 2) Persons from same household may sit together
- 3) Strict 2 meter distancing at all times
- 4) Face masks must be worn whilst in the village hall unless you have a medical exemption
- 5) Hand sanitiser on entry and exit
- 6) Village Hall risk assessment is available on request

Robin Cleverly
Parish Council Chairman

Gemma Coombes
Parish Clerk