

NOTICE OF A MEETING OF CHURCHSTANTON PARISH COUNCIL

Clerk to the Parish Council: Julie Wardle, 19 Barn Close, Churchinford, Taunton, Somerset, TA3 7DJ
Telephone: 01823 299788 or Email: clerk@churchstantonpc.co.uk

Annual meeting of Churchstanton Parish Council will be held on:

Thursday 18th May 2023 at 6:30pm

In Churchinford Village Hall

Councillors and members of the public should please note that, aside from time allocated for public participation and local Councillor's reports, Parish Council Meetings are executive sessions where agenda items are to be limited to matters to be resolved by the Council during that meeting. For expedience and efficiency, agenda items require a clear proposal (to be seconded) prior to a formal vote. Items which do not require a decision should not be requested for inclusion and instead dealt with through correspondence (with the clerk) until ready for decision. Note that if an item has been put forward for inclusion, the requesting Councillor(s) is requested to provide a summary in advance of the meeting – so that issues are considered efficiently, and effective decisions are reached in good time.

The first item is not part of the formal meeting of the Council

6:30 – 6:35

- **Signing of Declaration of Acceptance of Office & Register of Interest forms** (*Parish Councillors*)
- **Public participation Time**

Agenda

1. **Election of Chairman – Chairman to sign Declaration of Acceptance of Office of Chairman** (*3 mins*)
2. **To resolve to exclude members of the press or public. To agree any items to be dealt with after the press and public have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted (Public bodies (Admission to Meetings Act) 1960**
(*1 min*)
3. **Apologies for absence** (*1 min*)
4. **Declarations of Interest** (*1 min*)
5. **Approval and sign off draft Minutes of the Parish Council meeting held on Wednesday 12th April 2023**
(*1 mins - all*)
6. **Election of Vice Chairman** (*3 mins – all*)
7. **Review and Acceptance of Code of Conduct** (*3 mins – all*)
8. **Agreement of Ordinary Meeting Dates** (*1 min -all*)
9. **Finance - (5 mins - Parish Clerk)**
 - **Balance of Accounts as at 11th May, 2023**

Current Account	4082.58
Deposit Account	43366.93
Total	47449.51

Income (included in figures above)	
Precept 23-24	13395.00
Payments for approval (included in figures above)	
Community Shop (Larder)	47.41
Hire of Village Hall Jan - Dec 2023	240.00
Coronation Expenditure	30.00
Quarry Grant Expenditure	116.17
Coronation Expenditure	30.00
Coronation Expenditure	86.23
Coronation Expenditure	38.14
Coronation Expenditure	29.45
Coronation Expenditure	900.00
Payments for approval (not yet paid)	
Parish Clerk Fees – April 2023	414.97
BHIB Insurance (£22-23 £665.77)	645.69
Sub-total	46388.85
Minus Reserved Funds	
The Quarry	3858.30
Climate Grant	16800.00
BALANCE Remaining	25730.55

- **Approval of payments**
- **Approval of Regular monthly payments**
 - Website (Weebly) - £12.50/month (£150/year)
 - Telephone Line (Voipfone) - £5.40/month (£64.80/year)
 - Online Services (Microsoft) - £11.28/month (£135.36/year)
- 2023-2024 Budget Update
- Coronation Update – Expenditure to date £1536.14 (Budget £2000)
- **Approval of Annual Governance and Accountability Return (AGAR) 2022-2023**
 - Internal Audit – approval
 - Accounting Statement 2022-2023 (including Bank Reconciliation & Explanation of Variances) - approval
 - Annual Governance Statement 2022-2023 – approval
 - Notice of Public Rights & Publication of AGAR – Dates for approval.

10. Planning Applications (5 mins / item) - None

11. Parish Event – Coronation Celebrations - debrief (3 mins – Parish Clerk)

12. Climate Change - Update (5 mins – Cllr. Rifath/Cllr. Pearson)

- Communication from Trisha Comrie – Imagine Churchstanton in 2030

13. Highways / PPLO Update / Outdoor Space - (3 mins)

- The Quarry
- Speed Indicator Devices (SID's)

14. Correspondence – emailed in advance (3 mins - Parish Clerk)

- Dog Control & Dog Attacks – Mr Roger Booth – (Agenda item – CPC Mtg June 2023)
- The Chair's Awards for Service to the Community 2023

15. Items of Future Business for the next Agenda - (2 mins - all)