

KILMERSDON PARISH COUNCIL

~
YOU ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF KILMERSDON PARISH COUNCIL AT THE COLES GARDEN MEETING ROOM ON MONDAY 20TH MAY 2019 AT 7.30PM

A G E N D A

- 1. TO ELECT THE CHAIR OF THE COUNCIL**
- 2. TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE** or, if not then received, to decide when it shall be received.
- 3. DECLARATIONS OF ACCEPTANCE OF OFFICE OF COUNCILLORS** To receive the declarations of acceptance of office of councillors and if not then received to decide when they shall be received.
- 4. CO-OPTIONS TO THE PARISH COUNCIL (4 VACANCIES)**
- 5. DECLARATIONS OF ACCEPTANCE OF OFFICE OF CO-OPTED COUNCILLORS** To receive the declarations of acceptance of office of councillors and if not then received to decide when they shall be received.
- 6. TO ELECT THE VICE CHAIR OF THE COUNCIL**
- 7. APOLOGIES** To receive apologies for absence
- 8. REGISTERS OF INTEREST** To confirm receipt of Registers of Interest
- 9. DECLARATIONS OF INTEREST** To note any Councillors' interests
- 10. TO CONFIRM THE COUNCILLOR RESPONSIBLE FOR PLANNING APPLICATIONS**
- 11. TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES** – (a) PACT, (b) Village Hall Committee, (d) Neighbourhood Plan Working Group.
- 12. MINUTES** To approve the Minutes of the Parish Council Meeting held on 15th April 2019. **Pages 1-4.** To note the minutes of the Annual Parish Meeting held on 15th April 2019. **Pages 5-6.**
- 13. PUBLIC SPEAKING TIME** (max 15 mins).
- 14. FINANCIAL MATTERS** To approve expenditure as follows

KILMERSDON PARISH COUNCIL

Payee	Detail	Gross	Net	Power	Ch no
Nick Taylor	Noticeboard and picnic bench	£277.00	£277.00	LGA 1972, s112	001300
L Close	April salary	£251.76	£251.76	LGA 1972. S112	001301
1&1 Internet Ltd reimbursed to L Close	Quarterly fee	£17.96	£14.97	LGA 1972 s.112	001302
SALC	Annual subs	£153.69	£153.69	LGA 1972 s.143	001303
Paul Clark Accounts Ltd	Internal Audit	£180.00	£180.00	LGA 1972 s.111	001304
Bigwoodplay .com Ltd	Play equipment repair	£1380.00	£1150.00	LGA 1972 s.112	001305
SJH Services	Dec 2018 clearance of leaves	£55.00	£55.99		

15. **RECEIVE THE INTERNAL AUDIT REPORT FOR 2018/19 (Page 7)**
16. **ANNUAL GOVERNANCE STATEMENT 2018/19 (Page 8)**
To agree and sign the Annual Governance Statement 2018/19
17. **YEAR END ACCOUNTS 2018/19 (Pages 9-15)**
To agree and sign the Accounting Statements 2018/19
18. **TO AGREE THE COMPARISON OF ACTUAL AGAINST BUDGET AT YEAR END 2018/ 19 (Pages 16-17)**
19. **TO AGREE THE EXEMPTION CERTIFICATE (Page 18)**
20. **TO NOTE THE CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS – 17/6/19-26/7/19.**
21. **ANNUAL REVIEW OF THE CODE OF CONDUCT, THE STANDING ORDERS, THE FINANCIAL REGULATIONS, COMPLAINTS PROCEDURE, FREEDOM OF INFORMATION POLICY, HEALTH AND SAFETY POLICY, FREEDOM OF INFORMATION PUBLICATION SCHEME <https://kilmersdonpc.wordpress.com/accounts/>**
22. **HIGHWAY MATTERS**
 1. Renovation of the fingerpost at Church Square – investigation into Heritage Lottery Funding and a request for a list of such posts from Somerset CC.
 2. The following items have been reported to Highways:
 - Light at Jack and Jill Hill - ongoing
23. **PLAYING FIELD**
 - Damage to a seat of a picnic bench, possible rot underneath. Nick Taylor has been contacted regarding the second picnic bench.
 - The aerial cableway – the quarterly Inspection recommends replacing the missing finger plates to the jockey, dismantling and checking the internal brake and replacing parts if

KILMERSDON PARISH COUNCIL

necessary and adjusting the stop spring on the cable. – Link to the manufacturer's instructions **page 19** as recommended by ROSPA.

- From the weekly checks – deterioration of the noticeboard next to the play area.
- Request to hire the playing field 16th June and a bouncy castle
- Donation Box. Research from Cllr Hudson - <https://www.mycharityboxes.co.uk/metal/> the ones with the slot on the front face and designed to be used with a padlock

24. PLANNING APPLICATIONS (Cllr Butt)

2019/0714/FUL Proposed development of outdoor Kitchen, Bar and Served. Removal of existing temporary structures. Babington House Vobster Cross

25. CORRESPONDENCE

26. OUTSIDE BODIES

27. NOTICEBOARD AT COLES GARDEN

28. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

29. DATE OF NEXT MEETING – 17th June 2019

Part 2 To resolve to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings Act) 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

30. REVIEW OF LEASES

Lesley Close
Parish Clerk
14th May 2019

Tel: 07521 951471

Clerk@kilmersdonpc.co.uk
www.kilmersdonpc.co.uk

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 & Disorder, Health & Safety and Human Rights.