

Parish of Exmoor

Notice of the ANNUAL PARISH MEETING

Followed by the

Annual Meeting of the Parish Council

The Old School, Simonsbath on Thursday 27th May 2021 at 7.30pm

Councillor(s): F Schott – FS Chair; A Vigars AV, J Chanter JC, A Chapman AC, T Gowlland TG

Also District Cllr S Pugsley SP, County Cllr F Nicholson FN

I hereby give notice that the **Annual Parish Meeting** of the Parish Council of the above-named parish will be held at **The Old School, Simonsbath on Thursday 27th May 2021 at 7.30pm,** which will be followed by the **Annual Meeting of the Parish Council.**

All members of the Council invited to attend the Annual Parish Meeting.

All members of the Council are hereby summoned to attend the Annual Meeting of the Parish Council for the purpose of considering and resolving upon the business at the meeting as set out hereafter.

To comply with the Local Government Act 1972, the Annual Parish Meeting must take place between 1 March and 1 June (both inclusive) in each year. The meeting cannot start before 6pm. The Annual Parish Meeting is not the Parish Council's AGM and should not be confused with the Annual Meeting of the Parish Council, which must be held in May and is a meeting of the council.

Charlotte Hornsby

Charlotte Hornsby - Parish Clerk

Hunt House, Honeymead, Simonsbath, Somerset, TA24 7JX

Tel: 01643 831535/07527 077721 Email: exmoorparishcouncil@gmail.com

Annual Parish Meeting:

Business to be transacted:

1. Welcome by the Chairman
2. Minutes of the 2019 annual parish meeting (previously circulated)
3. Approval of Minutes of the last meeting
4. Report about the last 24 months within the Parish (read by the chairman)
5. Closure of meeting

Annual Meeting of the Parish

Business to be transacted

36/21 Election of Chairman

37/21 Election of vice Chairman and appointment of representatives

Vice Chairman

Exmoor Panel

Consultative Forum

Simonsbath Steering Group

38/21 Apologies for Absence

39/21 Declarations of Notifiable Interests

DoNI can be brought to the attention of the chairman at the actual point of concern during the meeting.

40/21 Approval of Minutes held on

41/21 Matters Arising from these Minutes

42/21 Finance Report

- Approval of Clerk's pay and exp' for 1st July for PAYE dated 5th July 2021 £204.02
- Approval of Insurance quote – clerk to pay by card and reimbursed by cheque £184.13
- Approval of Website year membership to Spanglefish – Clerk paid 07/05 £103.00
- New Laptop - £626.99
- Laptop security to be set up approx. £70
- Reimbursement from Withypool & Hawkridge Parish Council for 3/8th of the original laptop cost less depreciation £140.00 credit
- Report from Internal Auditor
- Approval of gift vouchers for the Internal Auditor
- Presentation of 2020/21 accounts (previously circulated) and Adoption
- Accounts and Bank Reconciliation to be signed

43/21 Audit - Certificate of Exemption: if required to be signed

- Total annual gross income for the authority 2020/21 £2807;
- Total annual gross expenditure for the authority 2020/21 £2150

44/21 Section 1 of Audit: Annual governance statement 2020/21 – to be signed

45/21 Section 2 of Audit: Accounting statements 2020/21 – to be signed

46/21 Code of Conduct, Standing Orders and GDPR, Aims and Objectives: (Previously circulated) to be reviewed and Adopted

47/21 Highways

48/21 Planning

49/21 Parish Maintenance

50/21 Car Parking in Simonsbath – including refreshment tender

50/21 Correspondence

51/21 District and County Councillors

52/21 Report from Parish Council representatives of other groups

Exmoor Panel
Consultative Forum
Simonsbath Steering Group

53/21 Items for next agenda

53/21 Date of next meeting

Thursday 29th July 2021 at The Old School, Simonsbath at 7.30pm tbc

Future dates: (all on Thursdays)

- 2021: Sept 30th; Nov 25th;
- 2022: Jan 27th; Mar 31st; May 19th.