

Parish of Exmoor

Notice of the ANNUAL PARISH MEETING

Followed by the

Annual Meeting of the Parish Council

The Old School, Simonsbath on Thursday 19th May 2022 at 7.30pm

Councillor(s): F Schott, A Chapman, T Gowlland, J Wright

I hereby give notice that the **Annual Parish Meeting** of the above-named parish will be held at **The Old School, Simonsbath on Thursday 19th May 2022 at 7.30pm**, which will be followed by the **Annual Meeting of the Parish Council**.

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.

In an election year the Annual Meeting of the Parish Council must be held on or within 14 days following the day on which members of the council take office, this date being 9th May 2022.

Rebecca Tomalin

Rebecca Tomalin - Parish Clerk

The Old Rectory, Withypool, Minehead, Somerset, TA24 7QP

Tel: 01643 831638 Email: exmoorparishcouncil@gmail.com

Annual Parish Meeting:

Business to be transacted:

1. Welcome by the Chairman
2. Minutes of the 2021 annual parish meeting (previously circulated)
3. Approval of Minutes of the last meeting
4. Report about the last 12 months within the Parish (read by the chairman)
5. Closure of meeting

Annual Meeting of the Parish

Business to be transacted

33/22 Election of Chair

34/22 Election of Vice Chair and appointment of representatives

Vice Chair

Exmoor Panel

Consultative Forum

Simonsbath Steering Group

35/22 Apologies for Absence

- 36/22 Declarations of Notifiable Interests:** Can be raised at specific points during the meeting
- 37/22 Co-option to fill Councillor vacancy**
- 38/22 Declarations of Acceptance of Office**
- 39/22 Approval of the Minutes of the last meeting held on 7th April 2022**
- 40/22 Matters arising from the Minutes of 07/04/22**
- 41/22 Finance Report**
- Invoices for Approval at May meeting - Clerk's pay and exp Apr – June 22 £194.10, PAYE due to HMRC £44.00; BHIB Insurance Renewal £184.13 for 1 year or £148.25 if commit to 3 year undertaking; Spanglefish website hosting & domain name £103, SALC Election Training Reimbursement to W&H PC £10, SWT Election Fee £100
 - Councillor Training
 - Bank Mandate – review authorised signatories
 - Report from Internal Auditor
 - Approval of donation to the British Red Cross as requested by Internal Auditor
 - Presentation of 2021/22 accounts (previously circulated)
 - Bank reconciliation
 - Approval and signature of 2021/22 Accounts and Bank Reconciliation
- 42/22 Audit - Certificate of Exemption:** Approval and Signature
- Total annual gross income for the authority 2021/22 £3165
 - Total annual gross expenditure for the authority 2021/22 £2133
- 43/22 Section 1 of Audit:** Annual governance statement 2021/22 – Approval and Signature
- 44/22 Section 2 of Audit:** Accounting statements 2021/22 – Approval and Signature
- 45/22 Code of Conduct, Standing Orders, GDPR, Financial Regulations & Aims and Objectives:** (Previously circulated) to be reviewed and adopted
- 46/22 District and County Council reports**
- 47/22 Planning:** None at time agenda was issued
- 48/22 Highways:** (i) Improved HGV Signage on South Molton road (ii) Tasks for Highways Steward
- 49/22 Village Parking** – updates on parking in the village including proposed Small Improvement Scheme works
- 50/22 Parish Maintenance**
- 51/22 Correspondence**
- 52/22 Report from Simonsbath & Exmoor Heritage Trust**
- 53/22 Chair's Notices**
- 54/22 Items for next agenda**
- 55/22 Date of next meeting**

Thursday 28th July 2022 at The Old School, Simonsbath at 7.30pm tbc

Future dates: (all on Thursdays)

- 2022: Sept 29th; Nov 24th;
- 2023: Jan 26th; Mar 30th; May 25th.