

Parish of Exmoor

Notice of the ANNUAL PARISH MEETING

Followed by the

Annual Meeting of the Parish Council

The Old School, Simonsbath on Thursday 6th June 2024 at 7.30pm

Councillor(s): F Schott, A Chapman, T Gowlland, C O'Connor, 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 6th June 2024 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.

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 2023 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

41/24 Election of Chair

42/24 Election of Vice Chair and appointment of representatives

Vice Chair

Exmoor LCN

Consultative Forum

Simonsbath & Exmoor Heritage Trust

43/24 Apologies for Absence

44/24 Declarations of Notifiable Interests: Can be raised at specific points during the meeting

45/24 Approval of the Minutes of the last meeting held on 04/04/2024

46/24 Matters arising from the minutes of 04/04/2024

47/24 Somerset Councillors Report:

48/24 Planning: (i) 6/14/24/002 Lawful development certificate for an existing agricultural building HORSEN FARM, SIMONSBATH, MINEHEAD, TA24 7LG

<https://planning.agileapplications.co.uk/exmoor/application-details/24751>

49/24 Finance Report

- Invoices for Approval at May meeting - Clerk's pay and exp Apr – June 24, PAYE due to HMRC; Insurance; Spanglefish website hosting & domain name, ESET anti-virus software, WRC Hire
- Councillor Training
- Bank Mandate – review authorised signatories
- Presentation of 2023/24 accounts (previously circulated)
- Bank reconciliation
- Report from Internal Auditor
- Approval of donation to the British Red Cross as requested by Internal Auditor
- Approval and signature of 2023/24 Accounts and Bank Reconciliation

50/24 Audit - Certificate of Exemption: Approval and Signature

- Total annual gross income for the authority 2023/24 £3828
- Total annual gross expenditure for the authority 2023/24 £2966

51/24 Section 1 of Audit: Annual governance statement 2023/24 – Approval and Signature

52/24 Section 2 of Audit: Accounting statements 2023/24 – Approval and Signature

53/24 Code of Conduct, Standing Orders, GDPR, Financial Regulations & Aims and Objectives: (Previously circulated) to be reviewed

54/24 Highways:

55/24 Village parking Updates on parking in the village

56/24 Parish Maintenance:

57/24 Correspondence:

58/24 Report from Simonsbath & Exmoor Heritage Trust

59/24 Report from other groups including Exmoor LCN, Exmoor Consultative Forum, Henry Leigh Trust

60/24 Chairman's Notices

61/24 Items for next Agenda

62/24 Date and time of next meeting: Thursday 25th July 2024

Future meeting dates – tbc

Thursday 26th September 2024

Thursday 28th November 2024

Thursday 30th January 2025

Thursday 27th March 2025