

Parish of Exmoor

Notice of the ANNUAL PARISH MEETING

Followed by the

Annual Meeting of the Parish Council

The Old School, Simonsbath Thursday 28th May 2026 7.30pm

Councillor(s): F Schott, T Gowlland, R Fisher, 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 28th May 2026 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

Email: clerk@simonsbath-exmoorparishcouncil.org Tel: 01643 831638

Website: www.simonsbath-exmoorparishcouncil.org/

Annual Parish Meeting:

Business to be transacted:

1. Welcome by the Chairman
2. Minutes of the 2025 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 Chair)
5. Closure of meeting

Annual Meeting of the Parish

51/26 Election of Chair

52/26 Questions from the public: Previously emailed to the clerk for an official record to be kept. Any member of the public may make a presentation to the meeting (no longer than three minutes) by submitting a written summary to the Clerk no later than 12 hours prior to the meeting, by email. Alternatively, the Clerk will read the statement out in full if the member of the public is unable to attend in person

53/26 Apologies of Absence

54/26 Election of Vice Chair and appointment of representatives

Vice Chair

Exmoor LCN

Highways Warden

Simonsbath & Exmoor Heritage Trust

55/26 Declarations of notifiable interest: Can be raised at specific points during the meeting

- 56/26 Approval of the Minutes of the last meetings held on 23/03/26 and 13/04/26**
- 57/26 Matters arising from the minutes of 23/03/26 and 13/04/26**
- 58/26 Somerset Councillors Report:**
- 59/26 Highways:** (i) SID Approval of Purchase, Locations & Associated Costs
- 60/26 Planning:** (i) Full Planning Permission EXM/26/049/FULL, **Driver Farm Simonsbath Minehead TA24 7LH** Application Under Regulation 3 of The Town & Country Planning General Regulations 1992 for the proposed change of use of barn to comprise flexible educational space, non-serviced short term let visitor accommodation, and toilet and shower facilities, together with vehicle parking area and associated works. (Amended description) (Amended plans)

<https://exmoor.planning-register.co.uk/Planning/Display?applicationNumber=EXM%2F26%2F049%2FFULL>

61/26 Finance Report

- Invoices for Approval at May meeting - Clerk's pay and exp Apr – June 26, PAYE due to HMRC; Zurich Insurance; SALC Affiliation Fee, Reimbursement to Clerk for Salt Bin Purchase
- Councillor Training
- Bank Mandate – review authorised signatories
- Presentation of 2025/26 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 2025/26 Accounts and Bank Reconciliation

62/26 Audit - Certificate of Exemption: Approval and Signature

- Total annual gross income for the authority 2025/26 £4,512
- Total annual gross expenditure for the authority 2025/26 £1,936

63/26 Section 1 of Audit: Annual governance statement 2025/26 – Approval and Signature

64/26 Section 2 of Audit: Accounting statements 2025/26 – Approval and Signature

65/26 Code of Conduct, Standing Orders, GDPR, Financial Regulations & Aims and Objectives: (Previously circulated) to be reviewed

66/26 Parish Maintenance:

67/26 Parish Emergency Response Plan:

68/26 Correspondence:

69/26 Report from Simonsbath & Exmoor Heritage Trust:

70/26 Report from other groups including Exmoor LCN, Henry Leigh Trust

71/26 Chair's Notices

72/26 Items for next Agenda

73/26 Date and time of next meeting: Thursday 30th July 2026

Future meeting dates – tbc

Thursday 24th September 2026

Thursday 26th November 2026

Thursday 28th January 2027

Thursday 25th March 2027

