

STAPLEGROVE PARISH COUNCIL

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| CHAIRMAN <i>Ian Talbot</i> 01823 259506 | CLERK <i>Janet Coates</i> 01823 276702 staplegroveparishcouncil@hotmail.com |
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03 May 2022

Please find below the agenda for the Annual General Meeting of the Parish Council which will be held on Wednesday 11th May 2022 at 6.15pm. Members of the public are very welcome to attend this meeting.

Yours sincerely,

Janet Coates

Janet Coates, Clerk, Staplegrove Parish Council

Before the meeting begins each Parish Councillor must sign a Declaration of Acceptance of Office form

AGENDA

1. Election of Chair and Vice- Chair for 2022-23; Chair and vice-chair to sign declaration of acceptance of office
2. Co-option of new member to the Parish Council
3. To receive apologies for absence
4. Proposal that the clerk contacts any absent councillors before June to sign 'Declaration of Acceptance of Office'
5. To note information required by Somerset West and Taunton following election of councillors: Register of Declarations of Interest forms; Declaration of expenses forms , List of Councillor Details
6. To approve as a correct record the minutes of the meeting held on 23rd March March 2022
7. Questions from members of the public
8. Clerk's report to include correspondence and actions from last meeting
 - i. Police Report

- ii. Somerset Playing Fields Association Annual awards
- iii. Finger post
- iv. Annual Insurance
- v. Bindon Road
- vi. Correspondence

9. Update - North Taunton Development

10. Update on Community Governance Review

11. Somerset Unitary - update

12. Adoption of new Code of Conduct

13. Queen's Platinum Jubilee

- i. Picnic in the Park
- ii. Jubilee Parish Portrait for SW Heritage
- iii. Clock on church tower - update

14. Waste Bins and Littering

15. Planning Applications – to note that the following application has been commented on by the Parish Council and details are on Somerset West and Taunton website

- i. 34/22/0011 : Application for Approval of Reserved Matters for the appearance, landscaping, layout and scale following outline approval 34/16/0007 for the northern ecological buffer, public open space, drainage and landscaping for Staplegrove West Phase 1

16. Financial Matters

- i. Bank Reconciliations – March 2022
- ii. To note and approve the 2021-22 payments and receipts account and asset register
- iii. To receive and note the Annual Internal Audit Report
- iv. To approve the Annual Governance Statement (section 1)
- v. To approve the Accounting Statements (section 2)
- vi. To approve the Certificate of Exemption for External Audit
- vii. Receipts and Payments since last meeting see table below

17. Dates of next two meetings
 Wednesday 13th July 2022 – 5pm
 Wednesday 14th September 2022 – 5pm

Receipts and payments for approval since the last meeting

| Receipts | | £ | |
|-----------------|--|----------|--------------------------|
| | VAT refund | 605.00 | |
| | Santander – bank interest – April | 0.11 | |
| | Precept | 6455.00 | |
| Payments | Payee | | Signatories |
| | Clerk's salary – March plus backdated payrise from 01/04/2021 | 556.56 | Ian Talbot, Joan Bird |
| | Clerk's salary - April | 410.45 | Ian Talbot, Joan Bird |
| | Howard SW Ltd – April | 96.00 | Ian Talbot, Joan Bird |
| | Training Course with SALC | 20.00 | Ian Talbot, Joan Bird |
| | Charlie Saville – footpath maintenance April | 195.00 | Joan Bird, Michael Clark |