

MISTERTON PARISH COUNCIL

Councillors are summoned to the

Annual Parish Meeting and Annual Meeting of the Parish Council

To be held on **Tuesday, May 21st 2019, 18.30, Misterton WI Hall** to be followed directly by the **May** monthly meeting of the Parish Council.

Signed
K Sheehan, Clerk and RFO

AGENDA – Annual Parish Meeting

1. Welcome and Introduction – Chairman
2. Chairman’s Annual Report (including Annual Report of the Rec Field Trust) – Cllr Iain Rowland
3. Annual Report from County Council & District Councils
4. Annual Reports from:
 - Misterton Roads Group
 - Parking Working Group
 - Friends of Misterton Cemetery Chapel
5. Public Open Forum (15 mins)

AGENDA – Annual Meeting of Council

Prior to the Annual Meeting of Council newly elected Parish Councillors to sign Declarations of Acceptance of Office

Registration of Interest forms to be issued, completed and returned

1. Nominations for and election of Chairman 2019/20
2. Signing of declaration of acceptance of office by Chairman
3. Nominations for and election of Vice Chairman 2019/20
4. Signing of declaration of acceptance of office by Vice Chairman
5. To **consider** co-opting to the vacant position on the Council
6. To **consider** membership of working groups for 2019/20
7. To **reaffirm** Standing Orders, Financial Regulations and Code of Conduct
8. To **confirm** that Misterton Parish Council meets the criteria for the General Power of Competence (GPC) and to **resolve** to adopt and exercise the GPC
9. To **review** Bank mandate

AGENDA – May Meeting of Council

1. Apologies for Absence
2. Code of Conduct and Declarations of Interest
To **receive** disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. The disclosure must include the nature of the interest.
3. Minutes of the last meeting
To **review** and **resolve** that the minutes of the meeting held on 16th April 2019 is a correct record.
4. Matters arising from minutes

5. Planning Applications currently in circulation/determinations

(For full descriptions of applications and documents please visit the South Somerset District Council online planning portal)

- a. **18/02185/FUL** Mrs Bowditch, Owls Barton – Change of use to mixed use residential and day care and boarding with erection of dog grooming parlour and enlargement of car parking area (part retrospective)
- b. **Determinations:** none at time of agenda publication

6. Finance & Procedure

- a. To **consider** the report of the Internal Auditor for 18/19
- b. To **approve** the Annual Governance Statements 18/19
- c. To **approve** the Accounts and End of Year Bank Reconciliation 18/19
- d. To **approve** the Accounting Statements 18/19
- e. To **agree** invoices for payment (to include insurance renewal)
- f. To **note** payments received
- g. To **note** any updates to the Risk Register
- h. To **receive** an update on enquiries relating to update to website (AC)

7. Highways and Footpaths

- a. To **receive** any updates from the Parking Working Group
- b. To **consider** a fingerpost refurbishment programme

8. Amenities

- a. To **consider** future of cemetery gateposts

9. Items for the next meeting

10. Next meeting

Tuesday 18th June, 6.30pm, WI Hall