

PITMINSTER PARISH COUNCIL

To Cllrs: Cordier (Chair), Whatmore (Vice Chair), Chapman, Garland, Neale, Threlfall, Burnett.

Dear Councillors,

You are summoned to attend the next meeting of Pitminster Parish Council to be held in Old School Pitminster on Thursday 23rd May 2024 commencing at 7pm for the purpose of transacting the following business:

Richard Tyzack
Clerk to Pitminster Parish Council
Wednesday 15th May 2024

Cllr Wakefield, Henley, please send any reports to Clerk for sending to councillors.

Meetings and the public

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website

www.pitminsterparishcouncil.org.uk Before the meeting, the Chair may allow a public session to enable people to ask questions of the Council and make comments, in accordance with Standing Orders 1c. Questions are directed to Council and should be restricted to matters on the agenda. Members of the public are not to verbally abuse or harass a member of the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

**ALL COUNCILLORS TO SIGN A DECLARATION OF OFFICE PRIOR TO
START OF PROCEEDINGS**

PUBLIC PARTICIPATION

AGENDA

1. ELECTION OF CHAIR

Election of Chair (presided over by the present Chair). The elected Chair then signs another Declaration of Acceptance as Chair of Council.

2. ELECTION OF VICE CHAIR

Election of Vice Chair.

3. APOLOGIES

To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) - please can Members give any apologies by email or telephone by 5pm of the day of the meeting.

4. DECLARATIONS OF INTEREST AND REQUESTS FOR ANY DISPENSATIONS

For Members to declare any interests they may have on items on the agenda and agree any dispensations to stay (Pitminster Standing Orders 2012).

5. PLANNING APPLICATIONS FOR OBSERVATIONS:

- 30/24/0013/T application to fell one Eucalyptus Tree included in TDBC (Pitminster No 1) Tree Preservation Order 1987 at The Bakehouse Blagdon Hill Road Pitminster. (TD390).
- 30/24/0018 outline planning with all matters reserved except for access for the erection of up to 2 No. dwellings at Flyboat Farm Pitminster Road Pitminster.
- 30/24/0014 change of use of part of building from plumbers store and office into a separate office unit (class E) at Holt Barn, Fosgrove Lane, Pitminster.

6. PLANNING ENFORCEMENT

To receive any planning enforcement items.

7. PARISH COUNCIL MINUTES, and PARISH MEETING MINUTES 18th APRIL 2024. Planning meeting minutes 2nd May 2024.

To receive the minutes of the previous Council meeting as a correct record and signed by the Chair (Local Government Act 1972 Sch 12).

To receive the minutes of the Parish Meeting as a correct record, signed by Chair.

THE NEXT PART OF THE AGENDA IS TO COMPLETE THE AGAR (ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW)

8. RISK ASSESSMENT

To consider the findings of the review of the effectiveness of the system of internal control (risk assessment), by the members meeting, as required by the Accounts and Audit Regulations 2015. The review was last meeting.

9. INTERNAL AUDIT

To receive and note The Annual Internal Audit Report.

10. ANNUAL GOVERNANCE STATEMENT (Section 1) 2023/2024

To approve the Annual Governance Statement Section 1 2023/2024 by resolution in advance of approving the Accounting Statements.

11. ACCOUNTING STATEMENTS

To consider the Accounting Statements.

12. ACCOUNTING STATEMENTS

To approve the Accounting Statements

13. SIGNATURE

To sign and date the Accounting Statements by the person presiding at the meeting at which approval is given.

14. CLERK (RFO) to set the commencement date for the exercise of public rights.

Done.

THAT COMPLETES THE AGAR.

15. SID UPGRADE

To receive information from Cllr Whatmore for proposal to upgrade the SID to solar power.

16. RESIDENTS CHARTER

To discuss and resolve the final Residents Charter for the PFA.

17. ALMS HOUSES

To receive an update on the Arms Houses from Cllr Cordier.

18. RIGHTS OF WAY

To receive an email on the above and resolve.

19. LOCAL COMMUNITY NETWORK (LCN)

To receive any items of interest.

20. DEVOLUTION

To consider and resolve whether to take on any of the items in the working list. Possible involvement with a Lengths man.

21. NEIGHBOURHOOD WATCH

To discuss and resolve any action.

22. AOR (AREAS OF RESPONSIBILITY)

To receive Cllrs reports.

23. NEXT AGENDA

To receive any items for the next Agenda.

24. FINANCE

To note the precept of £10600 has been received at Lloyds Bank Current Account.

To receive the bank statement and reconciliation. £26442.31

To receive and resolve to authorise the Clerk to make the following payments

online from the Lloyds Bank Account.

- | | |
|---------------------------------|---------|
| • Mrs M Daley (Internal Audit) | £50.00 |
| • Thermal Imaging Camera (paid) | £570.00 |

25. Close of meeting and confirm date of next Council meeting as Thursday 20 June 2024