

# Sampford Arundel Parish Council

You are hereby summoned to attend the Annual Parish and Annual Parish Council Meetings to be held on Tuesday 17 May 2021 in the Parish Rooms at 7.30 pm. The agendas for meetings are set out below.

*A Kendall*

Parish Clerk – Alice Kendall

11 May 2022

## ANNUAL PARISH AGENDA

1. **Signing of 2021 meeting Minutes** (*attached*)
  2. **Representatives from local Parish Groups to update the Council on their activities**
  3. **Report by the Chair Cllr Janet Lloyd**
  4. **Public Questions**
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## ANNUAL PARISH COUNCIL AGENDA

- 1.22 **Election of Chairman for the forthcoming year**
- 2.22 **Election of Vice Chairman for the forthcoming year**
- 3.22 **Apologies for absence and approve reasons for absence**
- 4.22 **Public Forum – matters of report**
- 5.22 **Declarations of Interest, pecuniary or otherwise, in any agenda items**
- 6.22 **Approve and sign Minutes of the meeting held 1 March 2022** (*attached*)
- 7.22 **Chair's Report**
- 8.22 **Clerk's Report** (*attached*)
- 9.22 **Re-adoption of the General Power of Competence**

Due to the new Council term triggered by the elections held, the Parish Council must reconfirm that it meets the following criteria and re-adopts the General Power of Competence.

  - a) That at least two thirds of Council Members have been declared to have been elected, and
  - b) That the Clerk holds the relevant CiLCA qualification.

## 10.22 Arrangement for review of the following

- a) Standing Orders
- b) Financial Regulations
- c) Land and assets
- d) Insurance cover
- e) Statement of Internal Controls

It is recommended that the Clerk bring a report on these items to the July Council meeting. Standing Orders and Financial regulations have recently been updated with the NALC models being adopted.

## 11.22 2021-22 Year End Finance & AGAR

- a) To note and approve the final receipts and payments account (*attached*)
- b) To approve and sign the Certificate of Exemption (*attached*)
- c) To approve and sign Section 1 of the AGAR – Annual Governance Statement (*attached*)
- d) To approve and sign Section 2 of the AGAR – Accounting Statements (*attached*)
- e) To note the dates for the exercise of public rights (*attached*)

## 12.22 Finance

### a) To approve payments since the last meeting;

Chq No	Name	Description	Amount
000951	Miss A Kendall	Clerk Salary M1	£194.41
000952	Cllr Burgess	Leaflets & Flag	£27.50
000953	Geosphere Ltd	Mapping System	£43.20
000954	Zurich	Insurance	£224.00
000956	Miss A Kendall	Clerk Salary M2 *	£194.41
000957	Miss A Kendall	Clerk Salary M3 **	£194.41
000958	HMRC	Clerk Salary Deductions Q1	£146.01

\* post-dated 25/5/22

\*\* post-dated 24/6/22

### b) Receipts since the last meeting;

Name	Description	Amount
Somerset West & Taunton	Precept	£6,500.00

## 13.22 Update on Platinum Jubilee

## 14.22 Matters of report

## 15.22 Items for Next Agenda

Next meeting: 7.30pm Tuesday 5<sup>th</sup> July 2022

### Public Forum item notes

a) Matters for report only

b) Questions and Representations from Residents.

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting, other than on Planning Applications, or by special invitation of the PC Chair) to participate before the meeting by asking questions, raising concerns or making representations, regarding Sampford Arundel Parish. No decision can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting minutes will not be produced.

c) County Councillor's report

d) District Councillor's report.

County and District Councillors may give short verbal reports on matters affecting the Parish as this is also not part of the meeting, minutes will not be produced