

# Sampford Arundel Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on Tuesday 10<sup>th</sup> March 2026 in the Parish Rooms at 7.30 pm. The agenda for the meeting is set out below.

*A Kendall*

Parish Clerk – Alice Kendall

14 January 2026

1. Apologies for absence and approve reasons for absence
2. Public Forum – matters of report
3. Declarations of Interest, pecuniary or otherwise, in any agenda items
4. Co-Option of new Councillor
5. Approve and sign Minutes of the meeting held 20 January 2026 (*attached*)
6. Chair's Report
7. Finance
  - a. Bank reconciliation (*attached*)
  - b. To approve payments since the last meeting;

Chq No	Name	Description	Amount
SO	A Kendall	Salary Jan	231.00
SO	A Kendall	Salary Feb	231.00
001103	A Kendall	Salary & Expenses	177.17
001104 *	Starboard Systems	Accounting System	207.36

\* Post dated to 1<sup>st</sup> April

- c. Receipts since the last meeting;

Name	Description	Amount
Natwest	Interest	2.52
HMRC **	VAT Refund	114.74

\*\* Anticipated

- d. Budget Report to date (*attached*)
8. Asset Register (*attached*)
9. Review of Risk (*attached*)
10. Statement of Internal Control (*attached*)
11. Parish Rooms Update
12. Matters of report
13. Items for Next Agenda
  - a. Annual Meetings
  - b. Audit

Next meeting: 7.30pm Tuesday 12 May 2026

## **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