Minutes of Sampford Arundel Parish Council Meetings held Tuesday 12 May 2026 at 7.30 pm in the Parish Rooms.

Present: Cllrs J Lloyd (Chairman), B Brown, J Burgess, M Elliot, T Tredwin and J Troake
Alice Kendall – Parish Clerk

ANNUAL PARISH MEETING

1. **Signing of 2025 meeting Minutes**
RESOLVED to sign the minutes of the 2025 Annual Parish meeting.

2. **Representatives from local Parish Groups to update the Council on their activities**
The following groups gave updates on their activities over the past year;
    - Parish Rooms Committee

3. **Report by the Chair Cllr Janet Lloyd**
The Chair gave a report which is attached to the minutes, points covered included;
    - Pushing for updates on safety items for A38 (speed cameras)
    - Comments on proposed boundary updates for Somerset Council wards,
    - Plans for new Community Hall, and
    - Thanks to R Milton and G Pike for their service to the Parish Council.

4. **Public Questions**
Comments were raised around the issue of SIDs or speed cameras on the A38 as well as concerns about the 'shrine' which seems to be increasing in size.

ANNUAL PARISH COUNCIL MEETING

1. **Election of Chairman for the forthcoming year**
RESOLVED to elect Cllr Lloyd as Chairman.

2. **Election of Vice Chairman for the forthcoming year**
RESOLVED to elect Cllr Brown as Vice Chairman.

3. **To co-opt new Councillors**
RESOLVED to co-opt M Elliot and T Tredwin as Councillors. They signed their acceptance of office and joined the meeting.

4. **Apologies for absence and approve reasons for absence**
Apologies were received and accepted from Cllr K Hill.

5. **Public Forum – matters of report**
There were none.

6. **Declarations of Interest, pecuniary or otherwise, in any agenda items**
There were none.

7. **Approve and sign Minutes of the meeting held 10 March 2026**
RESOLVED to confirm and sig the minutes of the meetings held 10 March 2026 as a correct record.

8. **Chair's Report**
As per annual report in previous meeting.

9. **Annual Review of;**
   a. **Standing Orders**
   <u>RESOLVED</u> to adopt Standing Orders as presented.

   b. **Financial Regulations**
   <u>RESOLVED</u> to adopt Financial Regulations as presented.

   c. **Memberships**
   RESOLVED to renew membership with SALC and Thrive (formerly CCS).

   d. **Insurance Cover**
   RESOLVED to renew the Council's insurance with Zurich as presented at a cost of £266.34.

10. **2023-24 Year End Finance**
   a. To note and approve the Bank Reconciliation as at 31 March 2026
   RESOLVED to approve the year end bank reconciliation.

   b. To approve and sign the Certificate of Exemption
   RESOLVED to approve and sign the Certificate of Exemption.

   c. Internal Audit Report
   d. Section 1 – Annual Governance Statement
   e. Section 2 – Annual Accounting Statements
   f. Notice for Exercise of Public Rights

   Items c to f were duly noted.

11. **Finance**

   a. **To approve payments since the last meeting;**

Chq No	Name	Description	Amount
SO	A Kendall	Salary March	231.00
SO	A Kendall	Salary April	231.00
001106	Zurich	Insurance Premium	366.34
001107	Geoxphere	Mapping System	43.20
001108	SALC	Membership	143.42
DD	HMRC	Clerk's Deductions	179.20

   RESOLVED to approve payments as presented, plus £180 to Per Pro for audit services and £24 to Thrive for pro-rata yearly memebership.

   b. **Receipts since the last meeting;**

Name	Description	Amount
Natwest	Interest	2.50
Somerset Council	Precept Part 1	5,801.38

   Noted

   c. **Schedule of Direct Debits** *(the Council should review and note this annually)*

Name	Description	Amount	Frequency
ICO	Data Protection Fee	47.00	Yearly
A Kendall	Salary	£231.00	Monthly (25th)
HMRC	Salary Deductions	Variable*	Quarterly
*dependent on tax calculation each month.			

RESOLVED to approve the schedule

d. **Bank Mandate & Signatories**
   RESOLVED to remove R Milton as signatory and add M Elliot and B Brown

12. IT Policy
RESOLVED to adopt the policy as presented. Cllrs M Elliot, T Tredwin & J Troake noted that they would prefer to receive Council agendas by e-mail.

13. Finger Posts
Cllr Burgess reported that he had carried out a condition survey of the heritage finger posts and most needed painting. The Clerk was asked to forward the appropriate training link to Cllr J Troake.

14. Matters of report
Concerns were raised that larger vehicles have been striking the barriers at the bridge works at Sampford Moor.

15. Items for Next Agenda

Next meeting: 7.30pm Tuesday 14 July 2025

There being no further business, the meeting closed at 8.30 pm

Signed: **Date:**