

WEST AND MIDDLE CHINNOCK PARISH COUNCIL

Chairman: Mr Mark Bennett

Clerk: Ms Kim Duller

AGENDA

ANNUAL MEETING OF THE PARISH COUNCIL 10th May 2023

To the Chairman, Mr Mark Bennett and all members of West & Middle Chinnock Parish Council

The Annual Meeting of West & Middle Chinnock Parish Council will be held on Wednesday 10th May 2023 commencing at 7.30pm, to discuss and take decisions on Parish business as outlined on the Agenda. Members of the General Public are welcome.

Public Forum

Members of the public and press are welcome to join the meeting and are able to speak on any matter for up to 10 minutes during the Public Forum which will take place at the start of the meeting. If the matter is likely to take longer than 10 minutes, notice should be provided to the Clerk by 12 noon on the Monday preceding the meeting.

Kim Duller

Clerk to the Parish Council

1. Election of Chairperson. Declaration of Office
2. Election of Vice Chairperson. Declaration of Office
3. Councillors: Declaration of Office
4. Election of Committee Representation
5. Appointment of Responsible Financial Officer (RFO)
6. Appointment of Internal Auditor
7. ROI forms and acceptance forms for Councillors
8. Co-option to fill vacancies
9. Chairman's Address

Public Forum

10. Apologies for absence
11. Declarations of Interest
12. Minutes of the Parish Meeting held on 12th April 2023
13. Matters arising (other than those on the agenda)
14. Core Policies Review
15. Supplementary Policies Review
16. Review of Annual Attendance
17. County Councillor's Report
18. Asset Register
19. Risk Assessment
20. Planning:
 - a. **Applications:** 23/00801/FUL at Broadstone Farm Middle Chinnock Road Middle Chinnock
 - b. **Determinations:** Quarry Cottage: Quarry Cottage, Scott's Way 23/00148/HOU

- c. **Planning enforcement:** i) Appeal, 2 Ridgway, West Chinnock ii) Smiths Hill, 22/03095/S73A
- d. **Planning queries:**

21. Finance:

- a. **To Agree Qtr 4 Accounts**
- b. **To receive report from Internal Auditor for 22/23 accounts**
- c. **Approval of Accounting Statement 22/23**
- d. **Approval of the Annual Governance Statement 22/23**
- e. **Agreement to the Certificate of Exemption (AGAR 23/24)**
- f. **To approve 23/24 Parish Council budget - Final**
- g. **To approve renewal Annual Insurance quote £547.10 (£517.81 22)**
- h. **To pay any routine or previously agreed invoices**

22. Allotments: Cllr Partridge

- i) **Inspection 3rd June 2023**
- ii) **Rent Review**
- iii) **Update on Tenancy Agreements Payment**
- iv) **Remedial Inspections**
- v) **Plot Vacancies**

23. Matters Arising from 12th April Meeting:

- a. **Speed Signage**
- b. **Dog Fouling Update**
- c. **Direction Stone**
- d. **Recreation Ground Signage**

24. Reports & Correspondence:

- a. **Recreation Ground/Next Steps – Event Early June**
- b. **Sovereign Update/Grant Funding Release**
- c. **Local Community Networks**
- d. **Clerk Report: Parish Council 14th April – 10th May 2023**
- e. **Footpaths: update: Cllr Coleman by Exception**
- e. **Drains, Potholes and Hedges: By Exception**
- f. **Unitary Updates**
- g. **SALC AGM update**

25. Correspondence & Matters for the Parish Council Meeting, Wednesday 14th June 2023 Agenda

**Next Parish Council Meeting
Wednesday 14th June 2023 7.30pm, Village Hall**