

ANNUAL MEETING OF ALL SAINTS PARISH COUNCIL

CHAIR: Gary Hall

Clerk: Linda Ledingham

All council meetings are open to members of the public and press.

(Public Bodies/Admission of Meetings Act 1960)

ALL MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC

Dear Councillor

You are summoned to the **Annual Meeting of the Parish Council on Tuesday 7th May 2024** at 7.00pm to be held in All Saints Village Hall, to consider the following business.

	FIRE REGULATIONS
AM01/24	Election of Chair
AM02/24	Signing of Chair's Declaration of Acceptance of Office
AM03/24	Election of Vice-Chair
AM04/24	Signing of Vice-Chair's Declaration of Acceptance.
AM05/24	Signing of the Councillor's Declaration of Acceptance of Office
AM06/24	To receive, and if thought fit, approve apologies for absence from members.
AM07/24	To receive and note any other apologies for absence.
AM08/24	To receive any declarations of interest from members of the Parish Council.
AM09/24	To consider and if thought fit, approve the minutes of the previous Annual Meeting held on Tuesday 9 th May 2023.
AM10/24	To consider and, if thought fit, approve the minutes of the previous Ordinary Meeting held on 5 th March 2024 (as previously circulated).
AM11/24	To appoint Responsible Financial Officer for the 2024/2025 period.
AM12/24	To consider payment of Chair's Allowance for financial year 2024/2025.
AM13/24	To consider payment of Member's Allowance for 2024/2025.
AM14/24	Election of Representatives from members and parishioners: Village Hall Representative: Emergency Planning Representative: School Representative: DALC Representative: All Saints Church Representative:
AM15/24	Nominations for Honorary Footpath Warden (P3)
AM16/24	Nominations for Honorary Tree Warden.
AM17/24	Nominations for Webmaster.
AM18/24	Nominations for Honorary Parish Broadband Champion.
AM19/24	To consider renewal of subscription/membership of the following bodies: a) NALC/DALC b) Blackdown Hill Parish Network
AM20/24	a) To confirm bank mandate signatories and revise as necessary/appropriate. b) To confirm Insurance arrangements for the next 12 months.
AM21/24	To receive report from RFO on the ongoing arrangements for the completion and submission of the 2023/2024 Annual Governance and Accountability Return (Exempted)(AGAR2)
AM22/24	To consider date for the publication of the Notice Period for the Exercise of Public Rights for financial period 2023/2024.
AM23/24	Annual Review and Acceptance of All Saints Parish Council Policies and Procedures as previously circulated. a) Standard Orders (revised) b) (i) Financial Regulations (revised)

	(ii) Appendix A – Delegation Policy c) To adopt Council’s Code of Conduct Policy for 2024/2025
AM24/24	Chair’s Announcements.
AM25/24	Financial Matters: a) Consider, and if thought fit, approve payments for March 2024 as per the schedule previously circulated and published on Council’s website. b) To consider expenditure authorised under Chair/RFO delegated authority: c) To consider and review Council’s payments for April 2024 as circulated. d) To receive updated AGAR (exemption) report timetable from RFO with draft EOY figures. e) Resolution: That All Saints Parish Council has fulfilled, and met the requirements as required under the Transparency Code regulations for smaller local authorities. f) Resolution: That All Saints Parish Council will continue to publish all information as required under the relevant regulations for smaller local authorities. Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015.
AM26/24	Planning Matters: a) 24/0547/LBC – Holly Farm Renovations and reinstatement of hipped roof to detached outbuilding within the curtilage of a listed building. b) 24/0761/FUL – Holly Farm Renovations and reinstatement of hipped roof to detached outbuilding within the curtilage of a listed building. c) Planning Correspondence received – Appeal 23/1279/FUL Conversion of an agricultural barn, land adjacent Poppins, Goldsmiths Lane.
AM27/24	All Saints Parish Council Business to be considered: “Matters of Council consideration may include public participation if so invited by the Chair” a) Highways (i) Potholes – ongoing. Assessments will be carried out by Chapter 8 Trained Volunteers. (ii) 30 mph signs – ongoing. (iii) Post on A358 Waggs Plot – ongoing. (iv) VAS – to consider approval for the purchase of a third pole, location to be agreed and communicated to DCC Highways Team. Options are Smallridge Lane and Waggs Plot for the second and third poles. Original location for one pole in Goldsmiths Lane already approved. b) Website (i) To consider and approve Terms of Reference. (ii) To establish a Working Group. c) Parish Newsletter - To consider submissions for content in the June Parish Newsletter. d) Defibrillators (i) To consider and approve transference of management and insurance cover of the three defibrillators in Chardstock, Hawkchurch and Kilmington, to the Councils in these Parishes. (ii) To consider, going forward, training options.
AM28/24	Date of Next Annual Meeting: Date of Next Ordinary Meeting:
AM29/24	It is proposed that, under the provisions of the public Public Bodies (Admission of Meetings) Act 1960, as amended by local Government Act 1972 the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the Confidential nature of the business to be discussed.
AM30/24	Matters to be considered in confidence.
	With no further business to attend to, the Chair will close the meeting.