

## SAMPFORD BRETT PARISH COUNCIL

# Notice of the Annual Meeting of Sampford Brett Parish Council To be held on Wednesday 10<sup>th</sup> May 2023 at 6.30pm in the Village Hall

### How we hold Parish Meetings

- Members of the Public who wish to submit statements, questions, and petitions ahead of the meetings please contact the Parish Clerk at [clerksampfordbrettPC@gmail.com](mailto:clerksampfordbrettPC@gmail.com) or by phone on 01984 632900.
- The Council will send all statements to participating Councillors in advance and respond to all questions and petitions in writing.

### 6.30pm – PRIOR TO THE START OF THE MEETING

Questions and comments from members of the public

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman), to participate before the start of the meeting by asking questions, raising concerns, or making comments on matters affecting Sampford Brett Parish. No decision can be taken during this session, but the Chairman may decide to refer any matter for consideration.

### Reports from County and District Councillors

The County and District Councillors are invited to give short oral or written reports on matters affecting Sampford Brett Parish. Members of the public, as well as Parish Councillors, may ask question or make comments on matters raised.

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### AGENDA

1. Members to Elect the Chair of the Parish Council for 2023-2024
2. Members to Elect the Vice-Chair of the Parish Council for 2023-2024
3. To receive apologies for absence and to approve the reasons given. (LGA 1972 s85 (1))
4. Declarations of interests  
Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)
5. To approve and sign as a correct record of the minutes of the Parish Council Meeting held on Wednesday 8<sup>th</sup> March 2023. (LGA 1972 sch 12, para 41(1))
6. Actions from the previous meeting
7. Update reports from Councillors
  - 7.1 Defibrillator - Cllr S Miles
  - 7.2 Footpaths and Rights of Ways - Cllr N Brodrick
  - 7.3 Neighbourhood Watch - Cllr J Swan
  - 7.4 Quantock Hills Joint Advisory Committee (JAC) - Cllr J Russell
8. As Trustees of the village hall, to discuss the implication if the hall becomes a Charitable Incorporated Organisation (CIO)- Cllr S Voller
9. To agree the inscription and positioning of the proposed Royal Commemorative plaque– Cllr S Voller
10. To proposed Sub-Committee – “Sampford Brett Flood Response Volunteers” – Cllr B Martin
11. To agree the recruitment process for a Parish Clerk and review initial documents
12. Financial Business
  - 12.1 Financial Reports as of 3<sup>rd</sup> May 2023
  - 12.2 Expenditure Category Breakdown as of 3<sup>rd</sup> May 2023
  - 12.3 Schedule of Payments 3<sup>rd</sup> May 2023
13. Authorisation of Certificate of Exemption 2022-2023
14. Planning Application - 3/28/23/002, Demolition of agricultural building and erection of 1 No. dwelling with associated works utilising the Class Q fallback position (amended scheme to 3/28/21/006), Taunton Road, Sampford Brett, TA4 4LJ
15. Update on Somerset West & Taunton Planning Applications & Appeals

16. Next Parish Meeting – 14th June 2023

- Approve the accounts for the Year ending 31 March 2023
- Review of Financial Regulations
- Emergency Plan



**Tracey-Ann Biss**      **3<sup>rd</sup> May 2023**

Clerk and Responsible Financial Officer to the Council

**Minutes of the Parish Meetings can be viewed at <https://www.sampfordbrett.org.uk/>**