

## SAMPFORD BRETT PARISH COUNCIL

# Notice of the Annual Meeting of Sampford Brett Parish Council To be held on Wednesday 11<sup>th</sup> May 2022 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. Following the 5<sup>th</sup> May 2022 Parish Elections, all Elected Members to sign the “Declaration of Acceptance of Office” form.
2. Members to Elect the Chair of the Parish Council for 2022-2023
3. Members to Elect the Vice-Chair of the Parish Council for 2022-2023
4. Acknowledge and thank Parish Councillors who stepped down on 9<sup>th</sup> May 2022
5. To receive apologies for absence and to approve the reasons given. (LGA 1972 s85 (1))
6. 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)
7. To approve and sign as a correct record of the minutes of the Parish Council Meeting held on Wednesday 9<sup>th</sup> March 2022. (LGA 1972 sch 12, para 41(1))
8. Actions from the previous meeting
9. To Co-opt Further People onto the Council to fill the remaining seats following the Parish Elections of the 5<sup>th</sup> May 2022 (3 off vacancies)
10. All unanimously accepted Co-opted Members to sign the “Declaration of Acceptance of Office” form.
11. Councillor’s Training Events
12. Appointment of Representatives to Agencies, Organisations and Parish schemes:
  - Bickwatch – Community Car Scheme
  - Defibrillator (including training)
  - Footpaths and Rights of Ways
  - Neighbourhood Watch
  - Flood Warden -Emergency Flood Support Equipment and West Somerset Flood Group
  - Local Community Networks (LCN)
  - Quantock Hills Joint Advisory Committee (JAC)
  - Liaison with SBAG & Village Hall

13. Financial Business
  - Review of Account Authorised Signatories
  - Financial Report
  - Schedule of payments
  - Incorporation of Internet Banking - Financial Regs 6.10
14. Authorisation of Certificate of Exemption 2021-2022
15. Planning Application - 3/28/22/003, Change of use of land from Agricultural to Tourism use with siting of 1 No. Shepherd's Hut for Holiday Accommodation at Mill Farm, Taunton Road, Sampford Brett, TA4 4LJ
16. Update on Somerset West & Taunton Planning Applications & Appeals
17. Update on Footpaths and Public Rights of Way
18. Next Parish Meeting – 8th June 2022
  - Approve the accounts for the Year ending 31 March 2021
  - Review of Code of Conduct
  - Review of Financial Regulations
  - Review of Planning Application Procedure
  - Emergency Plan



**Tracey-Ann Biss**

**5<sup>th</sup> May 2022**

Clerk and Responsible Financial Officer to the Council

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