

# SAMPFORD BRETT PARISH COUNCIL

## Notice of the Meeting of Sampford Brett Parish Council

### To be held on Wednesday 14<sup>th</sup> June 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 Councillors

The County 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.

#### AGENDA

1. To receive apologies for absence and to approve the reasons give.
2. Declarations of interests
3. To approve and sign as a correct record of the minutes of the Parish Council Meeting held on Wednesday 10<sup>th</sup> May 2023. (LGA 1972 sch 12, para 41(1))
4. Actions from the previous meeting
5. Announcements from the Chair
  - 5.1 Repainting of the phone box
  - 5.2 Next steps in recruitment process for a Parish Clerk
6. Update reports from Councillors
  - 6.1 Defibrillator - Cllr S Miles
  - 6.2 Footpaths and Rights of Ways - Cllr N Brodrick
  - 6.3 Neighbourhood Watch - Cllr J Swan
  - 6.4 Quantock Hills Joint Advisory Committee (JAC) - Cllr J Russell
  - 6.5 Liaison with SBAG & Village Hall - Cllr S Voller
  - 6.6 Flood Warden- Cllr B Martin
  - 6.7 Local Community Network – Election of representative
7. Flood Response Volunteer Committee
  - 7.1 To agree the “Terms of Reference” as proposed by the Flood Response Volunteer Committee
  - 7.2 To review the Inaugural Minutes of the Flood Response Volunteer Committee
8. Emergency Plan
9. Review of Financial Regulations
10. To Complete and Approve Section 1 - Approval of Annual Governance Statement 2022/23
11. To Approval Section 2 – Accounting Statements 2022/23
12. To Approval the Publication of “Accounts for the Year ended 31 March 2023”
13. Financial Business
  - 13.1 Financial Report as of 7<sup>th</sup> June 2023
  - 13.2 Expenditure Category Breakdown as of 7<sup>th</sup> June 2023
  - 13.3 Schedule of Payments
14. Update on Planning Applications and Permitted Development relevant to the Parish.
15. Date of Next Meeting



**Tracey-Ann Biss** 7<sup>th</sup> June 2023

Clerk and Responsible Financial Officer to the Council

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