SAMPFORD BRETT PARISH COUNCIL
Notice of the Annual Meeting of Sampford Brett Parish Council
To be held on Wednesday 8th May 2024 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 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 Somerset County Councillors

The Somerset 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. Members to Elect the Chair of the Parish Council for 2024-2025
2. Members to Elect the Vice-Chair of the Parish Council for 2024-2025
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 13th March 2024. (LGA 1972 sch 12, para 41(1))
6. Actions from the previous meeting
7. Update on Planning Applications and Permitted Development relevant to the Parish.
8. Update reports from Councillors.
   - 8.1 Defibrillator - Cllr S Miles
   - 8.2 Footpaths and Rights of Ways - Cllr N Brodrick
     - 8.2.1 Maintenance of Public Rights of Way – Somerset Council Questionnaire
   - 8.3 Liaison with Village Hall Committee - Cllr S Voller
   - 8.4 Flood Warden- Cllr B Martin
     - 8.4.1 Review draft minutes from the Food Volunteers Sub-committee meeting held on the 29th April 2024
   - 8.5 Local Community Network (LNC) – Cllr J Swan
9. Financial Business
   - 9.1 Financial Report as of 1st May 2024
   - 9.2 Expenditure Category Breakdown as of 1st May 2024
   - 9.3 Grant Request – Maintenance of the village churchyard (grass cutting)
   - 9.4 Schedule of Income and Payments
10. Authorisation of Certificate of Exemption 2023-2024
    - 10.1 Approve the accounts for the Year ending 31 March 2024
    - 10.2 Review of Financial Regulations
11. Next Parish Meeting – 14th June 2024

Tracey-Ann Biss **30th April 2024**

Clerk and Responsible Financial Officer to the Council

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