

**EAST CHINNOCK PARISH COUNCIL  
ANNUAL PARISH COUNCIL MEETING AGENDA MAY 2019**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Annual Parish Council Meeting of East Chinnock Parish Council that will take place on Monday 13th May, 2019, starting at 7.30pm in the Village Hall.**

**Public Question Time:-** 15 minutes for parishioners to ask questions or raise matters of concern.

**AGENDA**

1. Election of Parish Council Chairman and signing of Acceptance of Office Form.
2. Election of Vice Chairman and signing of Acceptance of Office Form.
3. Apologies for absence.
4. Declarations of interest and to receive any written requests for DPI dispensations.
5. To sign as a correct record the minutes of the last meeting held on 1st April, 2019. Draft minutes have been circulated.
6. Casual Vacancy
7. Matters arising from the minutes and the Annual Parish Meeting i) Play Area update. ii) SID update iii) Pub covenants iv) Youth Activities update
8. District Councillor's report.
9. County Councillor's report.
10. Planning applications.
11. Clerk's report & correspondence.
12. Finance:
  - i) to note that 2019/20 precept of £9,920 has been received
  - ii) to note that the internal audit was completed on 24th April
  - iii) to approve and sign Section 1 of The Annual Return (previously circulated)
  - iv) to approve and sign Section 2 of The Annual Return (previously circulated)
  - v) to approve and sign the Certificate of Exemption under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015
  - vi) to note the financial summary and bank reconciliation for 2018/19 (previously circulated)
  - vii) to approve the annual accounts (previously circulated)
  - viii) to agree renewal of Council Insurance Policy.
13. Payments to approve:
  - i) St. Margaret's Hospice in Yeovil £50 in lieu of Internal Audit Fee ii) Came & Co. Insurance Premium of £330.00 iii) M Randell expenses £49.06 iv) EC Village Hall £6 for Entertainments Committee meeting v) SALC £30 for Audit Course vi) SALC £134.07 for annual subscription.
14. Entertainments Committee: i) report ii) appointment of council representative.
15. East Chinnock Community Land Trust: to appoint council representative.
16. Parish Ranger: i) report and ii) appointment of council representative.
17. Highways: i) report ii) appointment of council representative.
18. Play Area: i) report ii) appointment of council representative.
19. Rights of Way: i) report ii) appointment of council representative.
20. Items of report.
21. To agree date of next meeting and note the meeting dates for the coming year:



*Maureen Randell  
Clerk to East Chinnock Parish Council*