

HORRABRIDGE PARISH COUNCIL

To all Members of the Council

You are hereby summoned to attend the Annual Council Meeting of Horrabridge Parish Council on **10th May 2022 at Horrabridge Village Hall** for the purpose of transacting the business set out below. Members of the public are welcome to attend.

Caroline Ellis

Caroline Ellis, Clerk to the Council
Thursday 5th May 2022

Open Session – Members of the public may speak regarding parish matters.

ANNUAL COUNCIL MEETING A G E N D A

1. Election of Chairman for 2022/2023

Chairman to sign the Acceptance of Office Form.

2. Election of Vice Chairman for 2022/2023

3. Election of Representation on external bodies

Twinning Youth Club Community Hall

4. Election of members to the following committees;

Finance, Planning, Open Spaces and Personnel

5. To review the Terms of Reference for the following committees;

Finance, Planning, Open Spaces and Personnel

5. Annual Review of Register of Interests

6. Annual review of the Council's Asset Inventory – to note additions and disposals for 2022 had been reviewed on 8th March. 208:21/22

7. Annual review of the Council's insurance cover

8. Review of Standing Orders and Financial Regulations

9. Financial Risk Assessment – Annual Review

10. Apologies for Absence

11. Declarations of Interest

12. Confirmation of the Minutes of the Meeting held on 12th April 2022

13. Finance:

I. To note and approve payment list App B, Receipts & Payments Report, Bank Reconciliation Report and Trial Balance ending 30th April 2022. To approve the Clerk's and staff salaries.

II. To consider the Internal Auditor's Annual Report of 2021/22 Accounts

III. To resolve and approve the Annual Governance Statement 2021/22 and for the Chairman and Clerk to sign

IV. To resolve and approve the Accounting Statements 2021/22 and for the Chairman and Clerk to sign.

V. To approve payment of Penny Clapman's invoice for the internal audit

14. Planning Applications

0129/22 Off street parking and alterations to provide new vehicle access to highway at 33 New Park, Horrabridge

Comments by 16th May 2022

To reconsider the following application as requested by the planning authority

0085/22 Construction of up to five dwellings at land at Highlands, Horrabridge

To note the following decision by the planning authority

0043/22 Replacement porch to front of dwelling. Grimstone Manor, Horrabridge
Grant Conditionally

15. Repairs to Rota Net – To consider quotations from Green Scheme for repairs to Rota Net and to

Replace surface

- 16. Burial Grounds – Schedule of Fees & Payments** – To discuss and agree any changes to burial charges.
- 17. Allotment Parking Issues** – To note complaints had been received regarding parking near the allotments.
- 18. Hire of Cherry Picker** – To consider hiring a Cherry Picker from LTC Powered Access at £150 per day with a delivery charge of £160 and £10 each for safety harness.
- 19. Borough and County Councillors report**
- 20. Councillors' reports and items for future agenda**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

To confirm date of next meeting scheduled for Tuesday 14th June 2022 at 7.30pm

All meetings are held on the second Tuesday of the month, at 7.30pm, unless otherwise specified.