

**KINGSTON ST MARY PARISH COUNCIL**

*Clerk: Caroline Roche, Telephone: 01823 430876 email: croche@pellfrischmann.com*

**NOTICE OF MEETING**

There will be the Annual Parish Council Meeting which is to be held in the Village Hall, Kingston St Mary on Monday 14 April 2018 at 7.30PM

**AGENDA**

**1 Election of Chairman and Declaration of Acceptance of Office**

**2 Attendance and Apologies**

**3 Councillor's Declarations of Interest in any Agenda item**

**4 Election of Vice Chairman**

**5 Police: Update**

**6 Election of Committee Members and Representatives**

6.1 Planning Advisory Group

6.2 Village Hall

6.3 Link Up

6.4 KSM Playing Field Management Committee Representative

6.5 SALC

**7 Members Responsible for Committee Papers and Other - To agree responsibilities for the following posts:**

7.1 Quantocks

7.2 Finance/Member Auditor

**8 Members of the Public with Responsibilities - To ascertain whether the current members of the public agree to hold responsibilities for:**

8.1 Footpaths and Rights of Way

8.2 Tree Warden

8.3 Internal Auditor

**9 SCC Councillor: Update by Cllr Williams**

**10 TDBC Councillor: Update by Cllr Townsend**

**11 GDPR: Update by Parish Clerk**

**12 Approval of Minutes of Previous Meeting** dated 9 April 2018

**13 Matters Arising: Update by Parish Clerk**

**14 Planning**

14.1 Applications:

❖ 20/18/0008 Erection of Replacement Single Storey Pitched Roof Extension and Veranda on South Elevation at Orchard House, Tainfield Park, Kingston Road, Kingston St Mary

❖ 20/18/0009 Notification to Fell One Cedar Tree and to Carry Out Management Works to a Line of Conifers within Kingston St Mary Conservation Area at Brantwood, Kingston St Mary

❖ 20/18/0010 Erection of Two Storey Extension on South East Elevation and Detached Double Garage at 1 Lower Marsh Cottages, Kingston Road, Kingston St Mary

14.2 Granted:

❖ 20/17/0038 Reinstatement of Field Access with Associated Groundworks on Land Opposite Bradford Mill, Kingston St Mary (Retention of Works Already Undertaken)

**15 Standing Orders and Procedures - Review**

15.1 Standing Orders 11 May 2015

15.2 Internal Audit Procedure 11 May 2015

15.3 Model Publication Scheme 11 May 2015

**16 Financial Matters**

16.1 Internal Audit Report as at 31 March 2018: Cllr Anderson

16.2 Internal Audit Review 2018 - Review

16.3 Review Annual Governance Statement 2017/2018

16.4 Consider Accounting Statement 2017/2018

16.5 Resolution to Approve Annual Governance Statement 2017/2018 (Section 1)

16.6 Resolution to Approve Accounting Statement 2017/2018 (Section 2)

16.7 Financial Regulations 11 May 2015 - Review

16.8 Financial Risk Assessment 2018 - Review

16.9 Payments:

❖ Zurich Municipal £824.38 (Annual Insurance 2018/2019)

❖ Somerset Association of Local Councils £240.62 (Annual Membership 2018/2019)

❖ Bishop Jones £216.00 (Formerly Payroll Specialists Ltd - PAYE Real Time 2018/2019 £180.00 + VAT)

❖ KSM Playing Field £250.00 (Grant Towards Improvements To Play Equipment)

❖ KSM Playing Field £500.00 (Annual Grant 2018/2019)

16.10 Receipts: None

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**17 Correspondence**

**18 Matters for Next Meeting**

**19 LinkUp**

**20 Date of Next Meeting: Monday 11 June 2018**

**Miss Caroline Roche**

**7 May 2018**

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THE MEETING**