



# Wedmore Parish Council

## Council Summons and Agenda

To: The Chairman and All Members of the Parish Council.

The Annual Meeting of **Wedmore Parish Council** will be held on **Wednesday 19<sup>th</sup> May 2024, 7.30 pm** at **The Council Rooms, Grants Lane, Wedmore, BS28 4EA.**

The business to be dealt with is set out on the **AGENDA** below.

*Members of the public and press are welcome to attend the meeting. The Chairman will at a convenient time in the transaction of business, allow any members of the public to make representations, answer questions or give evidence relating to the matter or business being transacted at the meeting. This opportunity will also apply to any member who is otherwise excluded due to a declared interest. Correspondence will be recorded, a list circulated to members prior to the meeting and will be available if members wish to discuss any item. Members wishing to view a particular correspondence item may also contact the clerk following the meeting.*

Dated: 9th May 2024

**PRIOR TO THE START OF THE MEETING PUBLIC PARTICIPATION WILL TAKE PLACE**  
**QUESTIONS AND COMMENTS ARE INVITED FROM MEMBERS OF THE PUBLIC IMMEDIATELY PRIOR TO COUNCIL MEETINGS**  
**THE SESSION IS LIMITED TO 15 MINUTES AND TO A MAXIMUM OF THREE MINUTES FOR EACH PARTICIPANT.**

### 24.05.1. ELECTION OF CHAIR FOR THE YEAR 2024/2025

*To elect a chairman for the ensuing municipal year. Upon his/her election the Chairman will be invited to formally subscribe a Declaration of Acceptance of office.*

### 24.05.2. ELECTION OF VICE CHAIR FOR THE YEAR 2024/2025

*To elect a Vice-Chairman for the ensuing municipal year.*

### 24.05.3. DECLARATIONS OF OFFICE

*To permit any unsigned declarations of office to be signed at or before the next meeting of council.*

### 24.05.4. TO RECEIVE ANY APOLOGIES FOR ABSENCE

*(Record approval if appropriate) LGA1972 s85 (1))*

### 24.05.5. DECLARATIONS OF INTEREST

*To declare interests, receive written dispensations requests for items of disclosable pecuniary interest.*

### 24.05.6. TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 17<sup>TH</sup> APRIL 2024

### 24.05.7. TO REVIEW AND ADOPT APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS.

### 24.05.8. TO DETERMINE THE TIME AND PLACE OF ORDINARY MEETINGS OF THE COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING OF THE COUNCIL

### 24.05.9. TO REVIEW INVENTORY OF LAND AND OTHER ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT

*As presented in the clerk's report circulated prior to the meeting.*

### 24.05.10. ARRANGEMENTS AND DELEGATED RESPONSIBILITIES FOR COMMITTEES, SUB COMMITTEES AND EMPLOYEES FOR 2024/2025

*To review the arrangements and delegated responsibilities for employees, committees, and sub-committees.*

### 24.05.11. TO APPOINT MEMBERS TO SERVE ON THE UNDERMENTIONED COMMITTEES AND SET THE DATES OF THE NEXT MEETINGS.

<b>Planning &amp; Development</b>	<b>Finance</b> (Governance, Policy & Resources, Grants and Funding, HR)
<b>Community Assets</b> (Cemetery, Allotments, Footpaths, Playgrounds etc)	<b>Highways</b> (Highways, Brook, Flooding, Carpark)

#### EXCLUDE THE PRESS AND PUBLIC

Note: If it is necessary for matters to be considered in confidence, it will be proposed by the Chairman that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended.



## Wedmore Parish Council

### 24.05.12. TO APPOINT REPRESENTATIVES ON THE UNDERMENTIONED BODIES

<b>IOW News</b>	<b>Village Halls</b>
<b>SALC</b>	<b>Green Wedmore</b>
<b>Wedmore Playing Fields</b>	<b>Wedmore Harvest Home</b>

### 24.05.13. TO REVIEW REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK

### 24.05.14. FINANCIAL MATTERS

- (A) AUDIT OF ACCOUNTS 01<sup>ST</sup> APRIL – 30<sup>TH</sup> APRIL 2024 (TO RECEIVE A REPORT FROM CLLR'S BEACOM AND SMITH)
- (B) INVOICES PAID SINCE THE LAST MEETING – AS SHOWN ON THE ATTACHED DOCUMENT
- (C) TO APPROVE PAYMENTS TO BE MADE - INCLUDING THOSE LISTED ON ATTACHED DOCUMENT

### 24.05.15. RECEIVE THE CLERKS REPORT AND RESOLVE ANY SUITABLE ACTION REQUIRED.

### 24.05.16. REPORTS FROM SOMERSET COUNCIL COUNCILLORS *(by invitation)*

### 24.05.17. TO AGREE THE CHAIRMAN AND CLERK CAN SIGN THE ANNUAL ACCOUNTING STATEMENT FOR FINANCIAL YEAR 2022/ 2023

### 24.05.18. TO REVIEW THE COUNCIL'S EXPENDITURE INCURRED UNDER S.137 OF THE LOCAL GOVERNMENT ACT 1972

*As presented in the clerk's report circulated prior to the meeting.*

### 24.05.19. IDENTIFICATION OF SUCH BUSINESS WHICH BY REASON OF SPECIAL CIRCUMSTANCES IS, IN THE OPINION OF THE CHAIRMAN, URGENT AND REQUIRED TO BE TRANSACTED

### 24.05.20. MATTERS ARISING AND QUESTIONS RAISED BY COUNCILLORS – *Note: For information only as Resolutions cannot be agreed at this agenda item.*

### 24.05.21. COMMITTEE REPORTS – *For information*

### 24.05.22. ITEMS FOR NEXT MEETING

EXCLUDE THE PRESS AND PUBLIC

Note: If it is necessary for matters to be considered in confidence, it will be proposed by the Chairman that a resolution be passed under the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended.