

Barton St David Parish Council

Clerk to the Council: Mrs Caron Potts
Withy Lane Farmhouse, Silver Street, Barton St David, Somerton, Somerset.
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Minutes of the Annual General Meeting held on Monday 20th May 2024

Present: Cllrs S Jackson (Chair), D Rowley, E Rice and A Hicks

In Attendance: Caron Potts (Clerk) and 7 members of the public. Somerset Council Councillor S Page.

A G E N D A

Meeting opened at 7.30pm

01.24 Election of Chair for 2024/25

Cllr Jackson was nominated as Chair, proposed by Cllr Rowley, seconded by Cllr Rice and was unanimously approved. The acceptance of office form was signed.

02.24 Election of Vice Chair

Cllr Rowley was nominated as Vice Chair, proposed by Cllr Hicks, seconded by Cllr Rice and was unanimously approved.

03.24 Apologies for Absence - R Kirkman

04.24 Declarations of pecuniary interests and dispensations to participate

Members were reminded of their responsibility to keep their register of interests up to date. No interests declared.

05.2 Adoption of previous Annual General Meeting Minutes

Confirmed and signed as a correct record, the minutes of the Annual General Meeting held on 21st May 2023.

06.23 Election of Parish Council Representatives

Cllr Rowley was elected as the Village Hall & Playing Field Committee representative. Some discussion over whether the PC should have a second representative. Action – to discuss at the next joint VH & PC meeting.

07.24 Agree to annual subscription to SALC/NALC, CPRE Countryside, ICO

RESOLVED agreed unanimously to continue subscriptions to SALC/NALC and ICO.

08.24 Risk Assessment 2024/25

Amended personal data risk to 2 & 2. RESOLVED approved as amended, chair to sign.

09.24 Financial Regulations Policy

Reviewed the Council's Financial Regulations Policy and RESOLVED to adopt.

10.24 Code of Conduct

New model Councils Code of Conduct presented for adoption. RESOLVED to adopt.

11.24 Parish Council Assets List

RESOLVED to adopt assets list.

12.24 Annual Insurance Premium

RESOLVED to proceed with Zurich Municipal at £503.59 (last year £496.26). Payment approved.

13.24 Clerks Salary Payment

RESOLVED to pay the Clerks agreed salary in 12 monthly instalments. The Chair also requested the councils thanks to the Clerk be minuted.

14.24 Internal Audit 2023/24

RESOLVED received the internal audit report and written assessment. There were no recommendations.

15.24 Annual Governance Statement 2023/24 (AGAR Page 5)

RESOLVED approved the Council annual governance statement and Chair to sign.

16.24 Annual Accounting Statement 2023/24 (AGAR Page 6)

RESOLVED approved the Council annual accounting statement and Chair to sign.

17.24 Declaration of being exempt from external audit (AGAR Page 3)

RESOLVED the Council declared itself exempt from external audit.

18.24 Approve dates for Period of Public Rights

RESOLVED approved dates of 3rd June – 12th July. Action Clerk to serve notice and put all financial information on the PC website.

19.24 CIL report

RESOLVED report approved. Action Clerk to submit.

20.24 Emergency Village information review

RESOLVED no amendments required other than date.

21.24 Bank account and authorisations

The Clerk recommended changing banks from TSB to Unity Trust Bank whose interest rate is 1.27% higher which would more than offset the £6 a month fee. Their online banking is much simpler removing our current issues with TSB. RESOLVED Clerk to apply for new account. Clerk, Cllr Jackson and Rice to be authorised to approve payment (2 signatures required to approve).

Meeting Closed at 8.18pm

Signed

Date