

KINGSTON ST MARY PARISH COUNCIL

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

NOTICE OF MEETING

There will be a Parish Council Meeting at the Village Hall
on Monday 9 May 2016 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

6.6 Parochial Church Council

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

7.1 TDBC Papers

7.2 Education

7.3 Quantocks

7.4 Police

7.5 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 Wedderkopp

10 TDBC Councillor: Update by Cllr Townsend

11 TDBC Papers: Update by Cllr Townsend

12 Approval of Minutes of Previous Meeting dated 11 April 2016

13 Matters Arising: Update by Parish Clerk

14 Planning

14.1 Applications: None

14.2 Granted: 20/16/0009 Erection of Detached Garage with Hobbies Room over 2 Tainsfield Cottages, Nailsbourne

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 Review and Sign Off 2015/2016 Accounts and Sign Off Annual Return 2015/2016

16.2 Internal Audit Review 2016 - Review

16.3 Financial Regulations 11 May 2015 - Review

16.4 Financial Risk Assessment 2016 - Review

16.5 Payments:

❖ Community Council for Somerset £618.50 (Community Consultation 25% deposit)

❖ KSM Village Hall £45.00 (Neighbourhood Plan Community Meeting)

❖ Zurich Municipal £873.48 (Annual Insurance 2016/2017 £797.66 + VAT)

❖ KSM Village Hall £220.00 (Parish Council meetings 2016/2017)

❖ Payroll Specialists £216.00 (PAYE Real Time 2016/2017 £180.00 + VAT)

❖ Mr Marcus Anderson £540.00 (Reimbursement for Queen Elizabeth's 90th Birthday Party Celebrations Band Hire)

❖ Zurich Municipal £54.50 (Insurance for Queen Elizabeth 90th Birthday Celebrations)

❖ Mr Tim Davison £105.00 (Internal Audit 2015/2016)

16.6 Receipts: Awards for All £6967.00 (Neighbourhood Plan Grant), HMRC VAT Refund 2015/2016 £161.23

16.7 Resolution to Pay Jack Council £180.00 to cut back vegetation on footpath behind Leachs Field for Queen Elizabeth 90th Party Celebrations & £53.00 to remove waste vegetation fly tipping on footpath behind Leachs Field
16.7 Revised Budget 2016/2017: Review
16.8 Playing Field Finances: Update by Cllr Anderson

17 Correspondence

18 Matters for Next Meeting

19 LinkUp

20 Date of Next Meeting: Monday 13 June 2016

Miss Caroline Roche, Parish Clerk

2 May 2016

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