



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 by video conferencing,
on **Wednesday 20th May 2020 at 7.30 pm.**

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.

Rod Pring – Clerk

Dated: 13th May 2020

- 20.05.1. **ELECTION OF CHAIR FOR THE YEAR 2020/2021**
- 20.05.2. **ELECTION OF VICE CHAIR FOR THE YEAR 2020/2021.**
- 20.05.3. **TO CONFIRM THE MINUTES OF THE MEETING HELD ON MARCH 18TH 2020**
- 20.05.4. **MATTERS ARISING** — Note: For information only as Resolutions cannot be agreed at this agenda item.
- 20.05.5. **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (by invitation)**
- 20.05.6. **DELEGATION ARRANGEMENTS TO COMMITTEES AND SUB-COMMITTEES AND EMPLOYEES.**
- 20.05.7. **TERMS OF REFERENCE FOR COMMITTEES.**
- 20.05.8. **TO APPOINT MEMBERS TO SERVE ON THE UNDERMENTIONED COMMITTEES.**
 - Cemetery
 - Facilities, Allotments & Footpaths
 - Finance & General Purposes
 - Highways, Car Park & Brook
 - Housing
 - Planning
- 20.05.9. **TO APPOINT REPRESENTATIVES ON THE UNDERMENTIONED BODIES**
 - IOW News
 - Play Areas
 - SALC
 - Village halls
 - WPFMC
 - Twinning Association

20.05.10. TO CONFIRM ANNUAL INSURANCE COVER IN RESPECT OF ALL INSURED RISK

20.05.11. TO REVIEW THE COUNCIL'S COMPLAINTS PROCEDURE.

20.05.12. TO REVIEW PROCEDURES FOR FREEDOM OF INFORMATION AND DATA PROTECTION REQUESTS

20.05.13. TO AGREE THE CHAIRMAN AND CLERK CAN SIGN THE ANNUAL GOVERNANCE STATEMENT FOR FINANCIAL YEAR 2019/2020 .

20.05.14. TO AGREE THE COUNCIL'S FINANCIAL REGULATIONS AND INTERNAL FINANCIAL CONTROLS

20.05.15. TO RECEIVE AND APPROVE THE INVENTORY AND ASSET REGISTER OF COUNCIL PROPERTY.

20.05.16. TO NOTE ANY DEEDS AND TRUST INVESTMENTS IN THE CUSTODY OF THE COUNCIL.

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

20.05.18. **ISSUES AND QUESTIONS RAISED BY COUNCILLORS** – Note: For information only as Resolutions can not be agreed at this agenda item

20.05.19. **FINANCIAL MATTERS**

(a) Audit of accounts 24 March to 21 April 2020 – To receive a report from Cllrs Metters and Mulliner

(b) To approve payment of invoices, including

<u>Payment</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
DD	Mainstream	Phone calls march	£0.70
BACS	R Pring	Clerk's expenses	£8.16
BACS	Mrs R Stevens	Clean Council Rooms (retainer))	£12.50
BACS	D Summers-Cooke	Clean & Lock toilets plus retainer	£165.00
BACS	W Jackson	Grass cutting etc	£1097.00
BACS	EDF Energy	Electricity at Car Park	£106.83
BACS	EDF Energy	Electricity at Council Rooms	£872.20
DD	Sedgemoor DC	Clerk's salary (part payment)	£449.72
BACS	EDF Energy	Electricity at toilets	£14.84
BACS	Came & Co	Annual insurance premium (fixed rate 3 years)	£1522.93
BACS	Electric Gate Co	Repairs to car park barrier (vandalised)	£504.00
DD	Mainstream	Phone calls and line rental	£63.90

20.05.20 **CORRESPONDENCE – FOR INFORMATION**

All correspondence will be recorded, a list circulated to members at the meeting and will be available if members wish to discuss or read any particular item. Any member wishing to view a particular correspondence item may also contact the clerk following the meeting.

Items of correspondence that the Chairman intends to discuss are in **bold**.

20.05.21 **COMMITTEE REPORTS** – For information

- Cemetery
- Facilities Allotments and Footpaths
- Finance and General Purposes
- Housing
- Highways, Car Park & Brook
- Planning

REPORTS FROM REPRESENTATIVES ON COMMITTEES – For Information

- IOW News
- Play Areas
- SALC
- Wedmore Playing Fields Management
- Village Halls

0

20.05.22. **MATTERS OF REPORT AND ITEMS FOR NEXT MEETING**

a) Chairman

- b) Clerk
- c) Members

WEDMORE PARISH COUNCIL
Correspondence – Council Meeting 20th May 2020

Item	From Whom	Subject
a		