

MUDFORD PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: clerk@mudfordpc.co.uk

Notice of the Annual Parish Council Meeting

Members of the Public and Press are invited to attend all Council Meetings
(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of...	Mudford Parish Council
Time...	19:00hrs
Date...	Thursday 25 May 2023
Venue...	Mudford Village Hall

Councillors will be discussing all the items listed on the Agenda.

Yours faithfully

Julie Ferguson

Julie Ferguson

Parish Clerk

19 May 2023

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

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PUBLIC SESSION

Questions and comments are invited from members of the public (**limited to 15 minutes in total, each individual limited to 3 minutes**). As issues raised during the public session may not relate to items on the agenda, no resolution for action can be taken¹. A record of public participation shall not be included in the Minutes.

Report from Somerset Councillors

Short oral reports are invited from County Councillors, regarding matters affecting Mudford and the wider local community (if applicable to the local community)

AGENDA

- 23/30 To elect a Chair**
- 23/31 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))**
- 23/32 Declarations of interests. Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).**
- 23/33 To elect a Vice-Chair**
- 23/34 To approve and sign as a correct record the minutes of the previous meeting (LGA 1972 sch 12, para 41(1))**
- 23/35 Matters to report from a previous meeting**
- 23/36 Planning decisions report**
- 23/37 Planning applications – None.**
- 23/38 To review and adopt the Standing Orders**
- 23/39 To review and adopt the Financial Regulations**
- 23/40 To review and adopt the Dignity at Work/Bullying and Harassment Policy**
- 23/41 To review and adopt the Freedom of Information Policy**
- 23/42 To review and adopt the Publication Scheme**
- 23/43 To review and adopt the Code of Conduct**
- 23/44 To review and adopt a Data Protection Policy**
- 23/45 To adopt the Document Retention Policy**
- 23/46 To adopt a Complaints Policy**

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- 23/47 To adopt a Grievance Policy**
- 23/48 To agree Councillor Roles and Responsibilities**
- 23/49 Finance** – To note receipt of the precept
- 23/50 Finance** – To receive and note the Annual Internal Audit Report
- 23/51 Finance** – To approve AGAR Section 1 – Annual Governance Statement
- 23/52 Finance** – To approve AGAR Section 2 – Accounting Statements
- 23/53 Finance** – To announce and note the period for the exercise of public rights – Monday 5th June 2023 to Friday 14th July 2023.
- 23/54 Finance** – To approve the payment schedule for May 2023
- 23/55 Finance** – To approve a quote for a new noticeboard
- 23/56 Finance** – To approve a quote for the work required in the Cemetery field
- 23/57 Finance** – To select and approve a quote for the work on the Chapel
- 23/58 To discuss any progress made by Hinton Weir Bridge Working Group (HWBWG) and agree any further actions**
- 23/59 To receive Councillor reports¹**
- 23/60 To receive the Parish Clerk's report and any correspondence**
- 23/61 Items for the next agenda**
- 23/62 To note the Parish Council meeting dates for 2023-24**
- 23/63 Date of next meeting** – 29th June 2023 (Cllrs to note – all agenda items to be notified to the Parish Clerk by Thursday 22nd June)

End of Agenda

¹ N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).