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Councillors are hereby summoned and members of the public are invited to attend the Annual Meeting of the Parish Council to be held in the Ashill Village Hall on **Monday 15 May 2023 at 7.30pm** for the purposes detailed in the following

AGENDA

1. **Appointment of Chairman** – to appoint a Chairman for the Council year of 2023/24.
2. **Acceptance of Office/Register of Interests** – Councillors to complete Acceptance of Office (Chairman) & Register of Interest forms (All councillors).
3. **Apologies** – to receive apologies with reasons for absence.
4. **Public Participation** – members of the public may make representations, ask questions, & give evidence in respect of items on this agenda and/or any other matter affecting the Parish.
5. **Somerset Councillor Report** – to receive any matters from Somerset County Councillors (subject to availability).
6. **Declarations of Interest/Dispensation Requests** - to receive any declarations of interest by members in respect of items on this agenda; & to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
7. **Minutes** – to approve the minutes of the last meeting of the Parish Council held on 7 March 2022 (*to follow*).
8. **Appointment of Representatives** – to appoint representatives for the following roles :
 - Playing Field
 - Village Hall
 - Church
 - Environment / Parish Furniture
 - Monthly Defibrillator Checks
 - Any other to be agreed
9. **Policies and Procedures** - to note Standing Orders, Financial Regulations, Code of Conduct, Transparency Code and any other relevant policies and procedures.

Planning

- i) To note the following planning applications which have been submitted to SSDC since the last meeting

Application No.	22/03360/FU
Location	Ashill Village Hall Old A358 Ashill Ilminster Somerset TA19 9NE
Proposal	Replacement of asbestos roof

Application No.	23/00974/HOU
Location	Hermans Well Folly Drove Ashill Ilminster Somerset TA19 9NW
Proposal	Removal of existing conservatory to rear and erection of two storey front and rear two storey extensions and single storey side porch

10. Playing Field

- a) To receive for consideration the Playing Field Inspection Report carried out on by Cllr Fry;
- b) To receive an update on the MUGA refurbishment works from Cllr Fry
- c) To receive feedback from Ashill School Head on playing field grass maintenance.
- d) To receive for consideration any other matters regarding the Playing Field.

11. Highways/ Footpaths

- a) To receive an update on the stile replacement works at back of churchyard
- b) Cllr Crouch to provide update following review of the handrail on the footpath running behind Ashton Close.
- c) Clerk to provide an update on the Windmill Hill traffic calming discussion held with SC highways representative.
- d) Clerk to provide an update on the finger post renovation enquiry received at previous meeting.
- e) To receive for consideration any Highways/Footpaths matters.

12. Health / Environment / Parish Assets

- a) To receive an update on the book exchange in bus shelter and for council to consider future of the exchange.
- b) Cllr Harvey to provide an update on the noticeboard replacement works.
- c) Clerk to provide an update on relocation of outdoor table tennis table from Ashill Primary School to playing field.
- d) To receive and note the current Asset register (dated 01April 2023).
- e) To receive for consideration any other Health / Environment / Parish Asset matters.

13. Village Hall

- a) To receive an update from Ashill Parish Council Village hall committee members.
- b) Update from Mr P Lang on village hall roof replacement works and progress.

14. Church

- a) To receive and note any matters regarding the Church – Cllr Pyle.
- b) To consider the funding budgeted for St Mary's PCC for 2023/24

15. Communication

- a) Cllr Varney to provide update on wording for Ashill Parish Council landing page
- b) Cllr Varney to provide update on projector and screen for use at meetings
- c) Clerk to request all councillors use only their 'ashillpc.org.uk' email accounts for council related business.
- d) Cllr Fry and Clerk to give an review of the Coronation Picnic held on Sunday 7th May 2023 at the playing field.

16. Finance

- a) To give consideration to appoint two new signatories to Ashill Playing Field Bank Account.
- b) To receive and note the 2022 / 23 CIL report
- c) To receive & note 2022/23 Final Accounts report;
- d) To receive and note internal audit report, auditor recommendations and action plan for 2022/23
- e) To receive for completion Section 1 – Accounting Statements for ... ; &
- f) Section 2 – Annual governance statement of the Audit Return for 202122 with the Certificate of Exemption;
- g) To give consideration and confirmation of the dates of the period for the exercise of public rights for 2022/23 to commence on : **Monday 3 July 2023** and end on : **Friday 11 August 2023**
- h) To note the 2023/24 Parish Precept of £6,780, has been credited to the Parish Council bank account by SC;
- i) To receive and note the 2023/24 risk assessment.
- j) To receive and note the 2023/24 accounts report (dated 10May23).
- k) To approve the following payments :



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PARISH COUNCIL
Serving Ashill and Surrounding Hamlets

ASHILL, HASTINGS, KENNY, RAPPS, SOUTHTOWN, STEWLEY,
 WINDMILL HILL & WOOD

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Cost description	Total Value	VAT	Date Paid	Invoice Reference
SALC – Code of Conduct for Officers	£25.00		-	INV-2191 (due 17Jun23)
SALC – Preparing for audit	£35.00			INV-2228 (due 17Jun23)
Bradforfs Building Supplies – Marine plywood for MUGA	£657.71	£109.57		23951554 Payment made on Clerk's personal credit card. BACS transfer to Clerk's account to reimburse cost of transaction.
Yusuf Hawkins – Fixings for MUGA	£294.16	£49.03		Invoice dated 15Apr23
Mark King – Line painting at MUGA	£1250			Invoice: 191
Clerk Salary – Q1 2023/4 (Apr – June 2023, C Ball)	£582.92			To be paid 30Jun2023
Zurich Insurance	£517.80			Policy Number: YLL-2720859853 Due 29 th May 2023
V Trevor – Internal Audit of 2022/23 accounts	£75.00			
Wynnstay – Stokbord for MUGA refurbishment	2040.00	340.00		Invoice number: 1432953
National Fencing Contractor	4020.00	700.00		Invoice: 1865. Due for payment 15May23
Brandon Hire – Portaloo hire for coronation picnic	120.00	20.00		Invoice paid by R Fry – Payment made on Cllr Fry's personal credit card. BACS transfer to R Fry's account to reimburse cost of transaction.

Items for consideration for a future agenda

- Updated Standing Orders and Financial Regulations on latest NALC model
- Defibrillator replacement funding strategy
- Future of Ashill Palying Field Bank Account and Ashill Playing Field Committee charitable trust.
- Review of Ashill Parish Council Bank Account Signatories.

Clare Ball
Clerk to the Council
 10 May 2023