



HENSTRIDGE PARISH COUNCIL

Clerk: Emma Curtis, 14 Everlanes Close, Milborne Port, SHERBORNE, DT9 5FT

Tel: 01963 250015 **Mob:** 07745 270285

e-mail: clerk@henstridgeparishcouncil.org.uk

www.henstridgeparishcouncil.org.uk

AGENDA

The annual meeting of Henstridge Parish Council will take place on Tuesday 4th May 2021 at 7.30pm via Zoom Conference Call Facilities

Due to the ongoing Coronavirus Pandemic this meeting shall take place via Zoom.

All members are summoned to attend.

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total.

The Public can access the meeting by using the Zoom website www.zoom.us

Meeting ID: 890 4308 3837 Passcode: 702369

- 1. To elect a Chairman and receive a declaration of acceptance of office**
- 2. Apologies for Absence**
- 3. Declarations of Interest (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct)**
- 4. To elect a Vice Chairman and receive a declaration of acceptance of office**
- 5. To elect a Chairman, Vice Chairman and three additional members of the Open Spaces Committee and receive declarations of acceptance of office**
- 6. To review the terms of reference of the Open Spaces Committee**
- 7. To review the arrangement that the finance committee is made up of the entire council and agree any changes**
- 8. To review the arrangement that the planning committee is made up of the entire council and agree any changes**
- 9. To elect a member to act as Coordinating Councillor for Personnel and HR**
- 10. To reconfirm that the Parish Council meet the eligibility criteria for the General Power of Competence as set out in the Localism Act 2011; namely that it has a qualified Clerk and that at least two thirds of vacancies were filled at the last ordinary election and that the Council readopts the power.**
- 11. To propose representatives of the council to the following:**
 - a) Allotments
 - b) Community Speedwatch
 - c) Henstridge Airfield Consultative Committee
 - d) Highways/Drains
 - e) Somerset Association of Local Councils
 - f) Tree Warden
 - g) Village Hall Management Committee
 - h) Yenston and Bowden
 - i) Youth

12. To approve as a correct record the minutes of the meeting held on Monday 12th April 2021

13. To note circulation of the Actions from Meeting list and discuss any matters arising

14. Reports

- a) To receive any police matters
- b) To receive County and District Councillor reports

15. Planning

- a) To consider Planning Applications:
None at time of agenda production
- b) To note recent SSDC Planning Decisions:
None at time of agenda production

16. Council Matters

- a) To readopt the Council's Standing Orders
- b) To readopt the Council's Financial Regulations
- c) To approve the Council's Asset Register
- d) To readopt the Council's Risk Assessment and Management document
- e) To review the Council's insurance policy
- f) To review Members Register of Interests
- g) To consider request from Stalbridge Football Club to use the recreation ground
- h) To receive an update from the Queens Platinum Jubilee working party
- i) To receive an update on the A357 and Highways issues
- j) To note that the remote meeting powers have not been extended and confirm plans for meetings from June onwards
- k) To receive and update on Councillor vacancy and co-option process
- l) To note receipt of signed completed Closed Churchyard Delegation Agreement
- m) To hear any matters arising from play area, skate park, BMX Pump Track and green gym inspection reports
- n) To receive reports from representatives (VHMC, Footpaths, Tree Warden, CSW, Youth, Other) and provide guidance as appropriate

17. Finance

- a) To approve the cashbook and bank account reconciliations for the UTB current account and UTB reserves account dated 31st March 2021
- b) To review and agree signatories for the UTB bank accounts
- c) To approve the final quarter budget report
- d) To note receipt of the 2021/22 precept from SSDC of £61,111
- e) To note VAT reclaim income of £979.62
- f) To note receipt of the Internal Auditor's report for the 2020/21 financial year.
- g) To approve and sign Section 1 of the Annual Governance and Accountability Return the Annual Governance Statement 2020/21
- h) To approve and sign Section 2 of the Annual Governance and Accountability Return the Accounting Statements 2020/21
- i) To consider grant funding application from Henstridge Youth Club
- j) To approve the following accounts for payments to be paid via internet banking and agree two signatories to authorise:

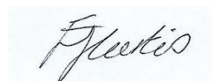
Supplier/Contractor	Narrative	Amount
Staff	Salary	£1,120.20
Staff	Salary	£104.00
Staff	Salary	£58.33
Staff	April Expenses	£65.89

HMRC	PAYE & NI	£213.00
bOnline	Village Hall Broadband	£32.57
SALC	Remote Planning Training	£25.00
SSDC	Drafting of Closed Churchyard Delegation Agreement	£500.00
Lightatouch	Internal Audit December 2020 – March 2021	£158.33

18. Correspondence

	From	Content
a)	Resident	To consider email from resident regarding toilet facilities at the recreation ground
b)	Resident	To consider email from resident regarding the painting of fairy doors at Oak Vale Wood

19. Date of Next meeting – To confirm the date of the next Henstridge Parish Council meeting.



Emma Curtis
Parish Clerk