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To: - Councillors P Bancroft, T Bridgeman, Z Escott, D Garlick, G Garlick, L Hardman, G Johnson, H Kingman, A Lyons, P McSherry, A Meaton, C Mitchard, K Paul, A Pitt, H Warren and R Wollacott.

You are summoned to attend the **Annual** meeting of the Parish Council to be held in the meeting room, Village Hall, Paulton on **Tuesday 17th May at 7.00pm**. The agenda for the meeting appears below.

A handwritten signature in cursive script, appearing to read 'Carol Hall'.

Carol Hall
Clerk

THIS MEETING MAY BE FILMED OR RECORDED

AGENDA

The first item on the agenda will be chaired by Councillor G Garlick, current Chair of the Parish Council.

1. **ELECTION OF CHAIRMAN 2022/2023**

To elect a Chairman for the ensuing municipal year.

(Upon his/her election the Chairman will be invited to formally subscribe a Declaration of Acceptance of that office).

2. **ELECTION OF VICE- CHAIRMAN 2022/2023**

To elect a Vice-Chairman for the ensuing municipal year.

(The Council *may* appoint a Vice-Chairman but does not have to do so. However, if it does, he/she will be required to formally subscribe a Declaration of Acceptance of that office.)

3. **APOLOGIES FOR ABSENCE**

To note any apologies for absence.

4. **PUBLIC PARTICIPATION**

In accordance with Standing Order 3, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

5. DECLARATIONS OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Paulton Parish Council's Code of Conduct (adopted on 16th October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

6. CONFIRMATION OF MINUTES

That the minutes of the Parish Council meeting held on 19th April 2022 be approved as a correct record and signed by the Chairman.

7. ASSET REGISTER (attached)

To receive the attached report and approve the method and value of the total fixed assets.

8. FINAL INTERNAL AUDIT REVIEW (attached)

To note the final internal audit report.

9. ANNUAL RETURN 2021/2022 – ANNUAL GOVERNANCE STATEMENT

To approve and sign the Annual Governance statement (section 1 on the Annual Return)

10. ANNUAL RETURN 2021/2022 – ACCOUNTING STATEMENTS

To approve and sign the Accounting Statements (section 2 on the Annual Return)

11. APPOINTMENT OF MEMBERS TO COMMITTEES

To approve the appointment of members to committees.

Note that the appointment of the Chairs to these committees will be done at the first meeting of the committee.

12. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND PARTNERSHIP GROUPS 2022/2023

I. To appoint members, as representatives of the Council, to the following groups:

- Somer Valley Enterprise Zone Key Stakeholder Group – 1 Councillor
- Dial A Ride – 1 Councillor

II. To note the following:

- Parish Liaison - Chairman of the Council and Clerk are invited to attend these meetings
- ALCA – The Chairman and Vice Chairman are invited to attend these meetings, a Councillor representative can attend if both are unavailable

13. REVIEW OF FINANCIAL REGULATIONS

To note a review of the Financial Regulations will be completed at the Full Council meeting scheduled for the 21st June.

14. REVIEW OF STANDING ORDERS (attached)

To review and approve the Standing Orders. Please note the only amendments to the model Standing Orders is number 18.

15. SWIMMING POOL INSURANCE RENEWAL

To agree a contribution towards the renewal cost of the Building Insurance for the Swimming Pool. Historically the Council have paid the full premium apart from last year where 50% was paid. This will be clarified for future years in the current review of the pool governance.

The renewal premium is £1,414.87, the amount included within the budget is £725.00

16. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is on **Tuesday 21st June 2022 at 7.00pm.**