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To: - Councillors Bancroft, Breeze-Crow, Ford, Hardman, Johnson, Lyons, Newton, Norman, Paul, Pitt, Stevens and Wild.

You are summoned to attend the **Annual** meeting of the Parish Council to be held in the meeting room, Village Hall, Paulton on **Tuesday 27th May at 7.00pm**. The agenda for the meeting appears below.

Helen Jenkins
Clerk

THIS MEETING MAY BE FILMED OR RECORDED

AGENDA

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

1. ELECTION OF CHAIRMAN 2025/2026

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 2025/2026

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 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 15th April 2025 be approved as a correct record and signed by the Chairman.

That the minutes of the Staffing Committee meeting held on 22nd April 2025 be approved as a correct record and signed by the Chairman.

That the minutes of the Annual Assembly held on 29th April 2025 be approved as a correct record and signed by the Chairman.

That the minutes of the Parks & Amenities Committee meeting held on 25th March 2025 be approved as a correct record and signed by the Chairman.

7. APPOINTMENT OF MEMBERS TO COMMITTEES

To approve the appointment of members to committees, Planning & Highways, Events, Parks & Amenities, Staffing Committee and Hub Management. Appointment of Chair to the Staffing Committee

Note that the appointment of the Chairs to the Planning & Highways, Events, Parks & Amenities and Hub Committees will be done at the first meeting of the Committee.

8. SIGNATORIES FOR THE UNITY BANK AND VILLAGE HALL CHARITY ACCOUNTS

To approve the appointment of the Chair, Vice Chair and Chair of the Staffing Committee as signatories for the Unity Bank account and Village Hall Charity account.

9. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND PARTNERSHIP GROUPS 2024/2025

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.

10. METAL SILHOUETTE STATUES AT THE WAR MEMORIAL

To approve the installation of the statues at the War Memorial.

11. COMMUNITY INFRASTRUCTURE LEVY

To discuss and agree options for allocation of our current Community Infrastructure Levy funds.

12. REVIEW OF FINANCIAL REGULATIONS

To note and review the latest version of the model Financial Regulations.

13. REVIEW OF STANDING ORDERS

To review and approve the Standing Orders.

14. REVIEW CODE OF CONDUCT

To review and approve the Code of Conduct.

15. PRECEPT FOR 2025/26

To note value of Precept agreed by B&NES

16. SWIMMING POOL MANAGEMENT REPORTS

To note the reports.

17- TO REVIEW THE TENANCY AGREEMENT FOR ALLOTMENT GARDENS AND INSPECTION OF THE ALLOTMENTS

To receive an update on inspections carried out. Review of the current Tenancy Agreement and approve any amendments required. To consider splitting the large plots.

18 – MULTI USE GAMES AREA (MUGA) COURT

To approve the re-painting of the Basketball and 5-side Football court markings.

19 – ADDITIONAL INSCRIPTION ON MEMORIALS

To discuss and approve how we treat requests for additional inscriptions when the owners of the exclusive right of burial are deceased.

20 – BROKEN PLAY EQUIPMENT IN MEMORIAL PARK

Clerk to give an update on funding of repairs to the broken equipment.

21. EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted - Legal privilege.

22. CAFÉ

Clerk to give an update on the current position and suggestions for moving forward.

23. CAFÉ STAFF PAY

To approve recommendation of the Staffing Committee for pay.

24. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is on **Tuesday 17th June 2025 at 7.00pm.**