

Agenda May 2021

Selworthy and Minehead Without Parish Council

Clerk: Derrick Bott

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17 May 2021

Dear Councillor

You are hereby summoned to attend the Selworthy and Minehead Without Parish Council meeting on Monday 17 May 2021 at 5.00 pm in the Allerford and Selworthy Community Hall, Allerford for the purpose of transacting the following business.

Derrick Bott

Clerk to the Council

[Tea, coffee and cake will be provided before the meeting. In view of the pandemic, paper cups, plates and plastic cutlery will be provided]

Opening statement

Welcome new clerk - Rosamund Griffin

Agenda Items

Item No	Details	
1	Confirmation that a quorum is present	
2	Election of Chairman - signature of acceptance of office form	

3	To receive apologies for absence	
4	Election of Vice-Chairman	
5	To receive any Disclosable Pecuniary Interests, Other Interests and consider granting any Dispensations	
6	To consider how future meetings are to be held	
7	Update on co-option to fill vacancy on Parish Council	
8	To approve the minutes for the meetings that would have taken place 'face to face' on 30 March, 18 May, 20 July, 28 September and 14 December 2020 and 15 March 2021 (already circulated)	
9	To receive update on items in the minutes	
10	National Trust Report	
11	County Councillor's Report	
12	District Councillor's Report	
13	Update on Good Vibe Veg Project	
14	Allerford and Selworthy Community Hall Report	
15	Report of Allerford Community Orchard	
16	To approve proposed meeting dates for remainder of 2021 and 2022 (attached)	
17	Appointment of Parish Council Representatives on outside bodies (attached)	
18	Risk Assessment and Management May 2021 (attached)	
19	Asset Register May 2021 (attached))	

20	Planning	
20.1	Applications	
20.1.1	6/29/21/109 - improvements to current footpath east of Hurlstone Point at Henners Combe, North Hill, Minehead - no objection	
20.1.2	6/29/21/110 - proposed demolition of conservatory and detached garage and proposed erection of rear extension, side extension and replacement porch - St Elmo, Bossington Lane, Porlock - no objection	
20.1.3	WK/46437 - Bossington Hall, Allerford - grant of a premises licence application - no objection	
20.2	Decisions	
20.2.1	6/29/21/101LB - proposed addition of Airband receiver to external wall, Clements Cottage, Tivington - conditional approval 8 March 2021.	
20.2.2	6/29/21/103LB - internal works at 1 Hillside Cottages, Allerford - conditional approval 17 March 2021	
20.2.3	6/29/21/104LB - proposed installation of satellite dish to north elevation at Bossington Hall, Allerford - conditional approval 1 April 2021	
20.2.4	6/29/21/105 - proposed installation of domestic oil storage tank at 1 Hillside Cottages, Allerford - conditional approval 7 April 2021	
20.2.5	6/29/21/106 - external works at Winder Cottage, Forge Cottage to Bratton Lane, Minehead Without - conditional approval 19 April 2021	
20.2.6	6/29/21/107LB - Listed Building consent as for 20.2.5 - conditional approval 19 April 2021	
20.2.7	WTCA 21/04 - Works to trees in a Conservation Area, Barn	

	Cottage, Selworthy - conditional approval 20 April 2021	
21	Finance	
21.1	To consider approval of the following accounts for payment	
21.1.1	Clerk's nett salary for April and May	689.20
21.1.2	HMRC - Clerk's tax for March - May	258.40
21.1.3	Clerk's expenses for April and May	17.00
21.1.4	SALC - remote training on 12, 18 and 22 March	105.05
21.1.5	Dorset and Somerset Air Ambulance Section 137 donation	100.00
21.1.6	Devon Air Ambulance - Section 137 donation	100.00
21.1.7	Minehead Lifeboat Station upgrade appeal Section 137 donation	500.00
21.1.8	Came & Co - Parish Council Insurance 1.6.21 - 31.5.22	To Follow
21.1.9	Anthony Smith - payroll services for clerk 2019-2021 (inc VAT 20.00)	100.00
21.1.10	AR Computing - tricolour cartridges (inc VAT 26.00)	156.00
21.1.11	Data Protection Renewal 2021	40.00
21.1.12	Adverts for Clerk's post in County Gazette and Free Press (inc VAT 174.60) (paid by Clerk and subsequently reimbursed)	1047.60
21.1.13	Tammy Weeks - internal audit of PC accounts	146.25
21.2	Income	
21.2.1	First half of 2021-2022 precept	7500.00
21.2.2	Refund of overpayment to Exmoor Society	10.00

21.3	Financial Statements	
21.3.1	Bank Reconciliation March/April (attached)	
21.3.2	Annual Reconciliation Statement (attached)	
21.4	Audit	
21.4.1	To note that Selworthy and Minehead Without Parish Council certifies itself as exempt from a limited assurance review (attached)	
21.4.2	To consider, approve and sign the Annual Governance Statement 2020/2021 Section 1 (attached)	
21.4.3	To consider, approve and sign the Accounting Statement 2020/2021 Section 2 (attached)	
21.4.4	Annual Internal Audit report 2020/2021 (attached)	
22	Correspondence	
23	Members of the public	
24	Items of concern	
24.1	Parish Council website - update	

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions. There are nine protected characteristics under the 2010 Equality Act (age, disability, gender reassignment, race, religion, sex, sexual orientation, marriage and civil partnership, pregnancy and maternity), Crime and Disorder, Health and Safety, Human Rights and Data Protection Regulations.

The next meeting of the Parish Council is due to be held on Monday 19 July 2021 at 7 pm in the Allerford and Selworthy Community Hall, Allerford, or as agreed in agenda item 6. The public and press are invited to attend this meeting.