

# BRADFORD ON TONE PARISH COUNCIL

Clerk: **Derrick Bott**  
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1 May 2019

Dear Councillor

You are hereby summoned to attend the Bradford on Tone Annual Parish Council meeting on Wednesday 8 May 2019 at 7.30 pm in the Chant Room, Village Hall, Bradford on Tone for the purpose of transacting the following business.

Derrick Bott  
Clerk to the Council

## AGENDA

1. Confirmation that a quorum is present
2. Election of Chairperson – signature of acceptance of office form
3. Declaration of acceptance for all Councillors
4. Register of Members Interest forms and election expenses
5. To receive apologies for absence
6. Election of Vice-Chairperson
7. To receive Disclosable Pecuniary Interests, Other Interests and consider granting any dispensations
8. To receive report from the police
9. To approve the minutes of the meeting held on 20 March 2019 (already circulated)
10. To receive update on items in the minutes
  - 10.1 Play and outdoor recreation area for Bradford on Tone
  - 10.2 Public footpaths WG 3/4 and 14/1 Bradford on Tone to Nynehead
  - 10.3 Bradford on Tone noticeboard
  - 10.4 Somerset County Council – The Somerset Wood/Heatherton Park Wood
  - 10.5 Collapsed ditch at Hele – update

11. Proposed meeting dates for remainder of 2019 and 2020 (as at May 2019) (attached)
12. Appointment of Parish Council representatives on outside bodies 2019 – 2020 (attached)
13. Risk Assessment and Management (attached)
14. Asset Register – April 2019 (attached)
15. Highways and public rights of way
  - 15.1 Worlds End to Blackbird Inn A38
16. Bradford Bridge – update
17. Planning
  - 17.1 Minutes of the planning site meeting held on 30 March 2019 (attached)
  - 17.2 Applications
    - 17.2.1 07/19/0002 – change of use of land from equestrian to siting of four camping pods at Mill House Equestrian Centre, Hele Road, Bradford on Tone (resubmission of 07/18/0022 – retention of part works already undertaken). No objection in principle but concerns over foul drainage and parking
  - 17.3 Decisions
 

None
18. Finance
  - 18.1 To consider approval of the following accounts for payment
 

	£
18.1.1 Clerk's salary April/May	858.48
18.1.2 Clerk's expenses April/May	52.50
18.1.3 SALC – The Good Councillors Guide	20.00
18.1.4 Life Education Wessex grant – see minute 9 of 20 March 2019 meeting	80.00
18.1.5 AR Computing – printer cartridges	63.98 (inc VAT 10.66)
18.1.6 Zurich – Parish Council insurance 1.6.19 – 30.5.20	290.59
18.1.7 Mr B Howe – internal audit of PC accounts	121.00
18.1.8 Bradford on Tone Village Hall – hire of Chant Room 20.3.19	16.00
  - 18.2 Income
    - 18.2.1 Precept for 2019/2020
 

	10000.00
18.2.2 Interest	0.27

18.3 Financial Statements

18.3.1 Bank balance (attached)

18.3.2 Annual reconciliation statement (attached)

18.4 Audit

18.4.1 To note that Bradford on Tone Parish Council certifies itself as exempt from external in-depth audit

18.4.2 To consider, approve and sign the Annual Governance Statement 2018/2019 – Section 1 (attached)

18.4.3 To consider, approve and sign the Accounting Statement 2018/2019 – Section 2 (attached)

18.4.4 Internal Audit Report 2018/2019 (attached)

18.4.5 Annual Report by Internal Auditor 2018/2019 (attached)

19. Correspondence received since last meeting

19.1 National Association of Local Councils – A Guide to the Community Infrastructure Levy (CIL) for Parish and Town Councils – emailed to Councillors

19.2 Consultation on vehicle operator licensing system – closing date 11 June 2019 – emailed to Councillors

20. Correspondence received since circulation of agenda

21. Members of the public

22. Items of concern

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety, Human Rights and Data Protection Regulations.

The next meeting of the Parish Council will be held on Wednesday 24 July 2019 at 7.30 pm in the Chant Room, Village Hall, Bradford on Tone

**THE PUBLIC AND PRESS ARE INVITED TO ATTEND THIS MEETING**

B791a.apm

[NB The attachments mentioned in this agenda are available from the Clerk]