WEST HATCH PARISH COUNCIL

***Gillian Midworth (Clerk to the Council)***

*Rossland, Hatch Green, Hatch Beauchamp, Taunton TA3 6TN*

*Email:clerk@westhatchparish.org.uk*

You are hereby invited to attend an

ANNUAL MEETING OF WEST HATCH PARISH COUNCIL

To be held on Tuesday 17th May 2016

Commencing 7.00 pm at West Hatch Village Hall

ORDER OF BUSINESS

1. **Election of Chairman**
2. **Attendance and apologies**
3. **Election of Vice-Chairman**
4. **Appointment of Councillors to head statutory, standing and other committees or working parties:**
5. Planning Committee
6. Conservation and Nature
7. Footpaths
8. Finance
9. **Appointment of delegates or representatives to external**

**Associations:**

1. Somerset Association of Local Councils (SALC)
2. Somerset County Council – Highways Contact
3. Village Hall representative
4. Parochial Church Council representative
5. **Minutes of the last meeting**

To receive and confirm the minutes of the Ordinary Parish Council meeting held on 29th March 2016

1. **Matters arising from the minutes:**
2. **Parishioners’ Forum**
3. **To receive the annual accounts and internal auditors report**
4. **To approve the Annual Governance Statement 2015/16**
5. **To approve the 2015/16 Accounting statements**
6. **To review and confirm the insurance arrangements for 2016**
7. **To review and confirm the risk assessment for 2016**
8. **To review the Council’s financial regulations and internal audit controls**
9. **To agree Council’s contribution to the Queens 90th Birthday event**
10. **Formal Expenditure Approval**
11. **Clerk’s Salary £257.40**
12. **Clerk’s Expenses £ 34.90**
13. **Internal Audit Fee £ 50.00**
14. **Came & Co £164.25**
15. **SALC £ 76.98**
16. **LGRC - Training £ 72.00**
17. **Planning – to consider any planning matters arising**
18. **Reports of Parish Council Working Parties**
    1. Report from Footpath leader
    2. Report from Trees/Conservation leader
    3. Report on Highway matters
    4. Report from SALC representative
19. **Correspondence and matters of report.**
    1. Details of grass cutting schedule
    2. Invitation to loneliness and isolation conference
20. **Date of next meeting – Tuesday 26th July 2016**

***Gillian Midworth***

***Clerk to West Hatch Parish Council***