**WEST HATCH PARISH COUNCIL**

www.westhatchparish.org.uk

Chairman: Keith Read

Clerk: Gillian Midworth

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**NOTICE OF PARISH COUNCIL MEETING**

The Annual Parish Council Meeting will take place on Wednesday 17th May 2023 at West Hatch Village Hall commencing at 7.00pm.

All parishioners are welcome to attend.

Mrs G R Midworth

Clerk to West Hatch PC

Date of Notice – 10th May 2023

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ORDER OF BUSINESS

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

**Associations:**

1. Somerset Association of Local Councils (SALC)
2. Somerset County Council – Highways Contact
3. **Minutes of the last meeting**

To receive and confirm the minutes of the Ordinary Parish Council meeting held on 31st March 2023

1. **Matters arising from the minutes**

* Update on King’s Coronation Events
* Update on formation of Local Community Networks

1. **To receive the annual accounts**
2. **To receive the internal audit report**
3. **To approve Section 1 of the Annual Governance Statement 2022/23**
4. **To approve Section 2 of the 2022/23 Accounting statements**
5. **To confirm that the Council wishes to certify itself as exempt from the limited assurance review**
6. **To review and confirm the insurance arrangements for 2023**
7. **To review and confirm the risk assessment for 2023**
8. **To review and confirm the Council’s Financial Regulations and Internal Audit Controls**
9. **Parishioners’ Forum**
10. **To receive reports from County Councillor (if present)**
11. **To confirm that an application to delete ROW 31/34 from the Definitive Map should be submitted to Somerset Council**
12. **To confirm receipt of Precept 2023/24**
13. **Formal Expenditure Approval**
14. **Clerk’s Salary £ 325.00**
15. **Zurich Insurance £ 214.00**
16. **Grant re Garden furniture etc £ 2520.74**
17. **Coronation Mugs £ 249.75**
18. **Somerset Wildlife Trust £ 30.00**
19. **CPRE £**
20. **Planning – to consider any planning matters arising**
21. **Reports of Parish Council Working Parties**
    1. Report from Footpath leader
    2. Report from Trees/Conservation leader
    3. Report on Highway matters

d. Report from SALC Representative

1. **To consider implementation of litter picking event**
2. **Correspondence and matters of report.**
3. **To agree date of next meeting – Wednesday 26th July 2023**

***Gillian Midworth***

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