

Combe Florey Annual Parish Council Meeting

combefloreysec@gmail.com

You are hereby summoned to attend a Combe Florey Annual Parish Council Meeting, to be held at Combe Florey Village Hall on Tuesday 27th May 2025 at 7.00pm

Gemma Coombes Parish Clerk.

Agenda

- 1) Welcome by Clerk
- 2) Apologies for absence
- 3) Declarations of Interest for anything on this agenda
- 4) Election of Chair Person for forthcoming year
- 5) Election of Vice Chair Person for forthcoming year
- 6) Approval of minutes for Parish Council Meeting held on 17th April 2025.
- 7) Setting Councillors portfolios for forthcoming year
- 8) Public participation
- 9) Matters Arising
 - I. Enhanced highway maintenance scheme.
- 10) Somerset Council report
- 11) Policing report
- 12) Planning
 - I. Current planning applications
 - II. Other planning matters
- 13) Finance
 - I. Account balance
 - II. Review of accounts to 5 April 2025
 - III. Annual Governance & Accountability Review
 - a. Certificate of Examination – AGAR 2024/25 Form 2
 - b. Section 1 – Annual Governance Statement 2024/25 – signature and adoption by Chairman and Clerk (with minute reference)
 - c. Section II – Accounting Statements 2024/25 – adoption and signature by Chairman, RFO (with minute reference)
 - d. Signature and adoption of Accounts by Council
 - e. Submit to PKF once approved and adopted accounts have been signed off by internal auditor
 - IV. Other Parish Financial matters.
 - a. To consider Receipts and Payments and bank reconciliations for the current financial year to date
 - b. To consider receipts and payments arising since last meeting
 - c. Invoices for payment
 - I. Parish Clerk wages, expenses (April - May 2025 inclusive) £258.60 (before deductions)
 - II. HMRC
 - III. Neil Truby Parish Meeting refreshments £37.75
 - IV. SALC subscription £121.56
 - V. Insurance to a maximum of £496
 - d. Any other invoices submitted after agenda set for consideration by Council
 - e. To consider a recommendation for re-grading of Parish Clerk role
- 14) Topics raised at the Annual Parish Meeting
 - I. CIL funding, consider the suggestions raised at the annual parish meeting.
 - II. Other suggestions raised to be considered by the Parish Council through the year.
- 15) Highways & Footpaths
- 16) Village Maintenance.
Village Garden – Update
- 17) LCN update on last meeting
- 18) Village Hall - status report

19) Setting meeting dates for forth coming year

20) Topics for future meetings

21) Correspondence

- I. Next Meeting: Parish Council Meeting date TBC in July 2025.
- II. Location: Combe Florey Village Hall. Time 7.00 pm