

POUGHILL ANNUAL PARISH COUNCIL MEETING

Parish Councillors are summoned to a meeting of the Poughill Parish Council to be held in the Village Hall at 7:30pm on Thursday 19th May 2022 following the Annual Parish Meeting
Members of the public are welcome

Clerk: Vacancy. Email: Poughillparishclerk@gmail.com

Agenda Items

1. Election of Chair and signing of Declaration of Office
2. Election of Vice Chair and signing of Declaration of Office
3. Democratic Period - Public Questions
4. Apologies
5. Declaration of Interests
6. Minutes of Previous Meeting held on 17th March 2022
 - 6.1 Approval of Minutes from previous meeting – copies circulated prior to the meeting
 - 6.2 Update on actions from previous meeting –
 - Online Banking Paul Mapp
 - Community Enhancement Fund Grant Application
 - Churchyard Handrail
 - Clerk Vacancy

7. Finance

- 7.1 Annual Governance and Accounting Return 2021/22
 - 7.1.1 Approval of Certificate of Exemption – AGAR
 - 7.1.2 Approval of Annual Internal Audit Report
 - 7.1.3 Approval of Annual Governance Statement
 - 7.1.4 Approval of Accounting Statements
 - 7.1.5 Approval of Bank Reconciliation
 - 7.1.6 Approval of Explanation of Variances
 - 7.1.7 Approval of Exercise of Public Rights Notice
- 7.2 Internal Audit Report
 - 7.2.1 To note the recommendations from the Internal Audit Report
- 7.3 Notification of payments and receipts since the last meeting and current financial status.
 - 7.3.1 FY 2021/22 - The Cash Book balance at 31/03/2022 was £1,000.52, plus £1,000.12 in the Instant Access Savings Account.

Date	Details	Receipt	Payment
22-Mar	First Rescue - Defibrillator		£1,686.00
31-Mar	Clerks Pay		£121.64
31-Mar	Clerks Pay W Baldwin Back pay		£9.73
31-Mar	HMRC TAX/NI		£23.00

7.3.2 FY 2022/23 - The Cash Book balance at 12/05/2022 was £4,332.36, plus £1,000.14 in the Instant Access Savings Account.

Date	Details	Receipt	Payment
11-Apr	MDDC Precept	£3,439.00	
25-Apr	A Cheriton		£45.00
25-Apr	DALC Subscription		£56.96
25-Apr	DALC Training Course		£36.00
25-Apr	K Wellerd - CPR Training Kit		£65.00
25-Apr	P Mapp - Churchyard Hand Rail		£73.40
25-Apr	Roberts & Co Electrical - Defib		£75.60
28-Apr	Alison Marshall - Internal Audit		£100.00
28-Apr	Clerk Salary		£81.80
28-Apr	HMRC TAX/NI		£20.40
6-May	A Cheriton		£45.00
6-May	Poughill Village Hall Trust		£8.00

7.4 Poughill Village Hall Trust Grant Application

7.4.1 To approve a S137 grant of £200 to Poughill Village Hall Trust for a Platinum Jubilee Event

8. Governance

- 8.1 To confirm membership of the Governance Working Group
- 8.2 To confirm membership of the Finance & Risk Working Group
- 8.3 To confirm membership of the Assets & Amenities Working Group
- 8.4 To confirm membership of the Planning Committee
- 8.5 To nominate Paul Mapp as a member of the Poughill Village Hall Trust Committee for a period of 1 year
- 8.6 To agree meeting dates for 2022/2023:
 - July 2022 (to be discussed)
 - 15th September 2022
 - 17th November 2022
 - 19th January 2023
 - 16th March 2023

9. Assets and Amenities

- 9.1 Defibrillator Update
- 9.2 To approve the purchase of shading and signs for the defibrillator at a cost of £47.24.
- 9.3 To approve the Defibrillator Hosting Agreement V0.2

10. Planning

- 10.1 Approval of Minutes from Planning Committee Meeting 4th April 2022
- 10.2 New applications - none
- 10.3 Determined applications – 22/00574/HOUSE - Church Cottage - Erection of building for ancillary accommodation following demolition of double garage - Approved

13/05/2022

10.4 Enforcement – update on potential enforcement at Crediton Cross

11. District Councillor/County Councillor Report

12. Correspondence

- General correspondence emailed to Councillors

13. Chair's Report

Next meeting – **X July 2022**

Future dates for the diary

Parish Council Meetings: To be agreed