

The Charltons Parish Council

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Notice of Parish Council Meeting

To be held on Tuesday 16th May 2023 following the Annual Parish Meeting and Annual Parish Council Meeting, commencing at 7.00pm in The Reading Room, Charlton Mackrell

All Council Meetings are Open to Members of the Public and Press
(Public Bodies [Admission to Meetings] Act 1960)

Dear Councillors

You are summoned to the following Meeting of the Parish Council on Tuesday 16th May 2023 at 7.00 pm in The Reading Room, Charlton Mackrell.

RCarter

Clerk to The Charltons Parish Council

Agenda issued on 11th May 2023

AGENDA

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, Crime & Disorder, Health & Safety, Bullying & Harassment and Human Rights.

Public Session.

Public session to enable members of the public to make representations, answer questions and give evidence at a meeting which they are entitled to attend **in respect of the business on the agenda only in accordance with Standing Order 3 (e)**. Members of the public are asked to restrict their comments and/or questions to three minutes.

Reports from Somerset Councillors.

Somerset Councillors may give short verbal reports on matters affecting the Parish.

23/39. Apologies for Absence and to consider the reasons given.

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

23/40. Declarations of Interest.

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authority (NALC Model Code of Conduct) adopted May 2022.
(NB this does not preclude any later declarations).

23/41. Minutes.

To approve the Minutes of the PC Meeting held on Tuesday 18th April 2023.

23/42. Planning.

- a. To consider the following planning applications (PA):
 - i. **PA 23/00930/LBC.** Internal reordering, alterations to fenestration and dormers, new canopy at Ford Cottage, West Charlton, TA11 7AL.
 - ii. **PA 23/00966/FUL.** Proposed change of use of domestic garage, workshop and store to Class E (c) and (g) and rebuilding of associated outbuilding for ancillary storage purposes at Rookery Farm, West Charlton, TA11 7AL.

b. Somerset Council Decisions:

- i. **PA 23/00350/COL.** Application for Lawful Development Certificate for the existing use of land as residential garden; existing use of a residential outbuilding; and existing stationing of a static caravan to provide ancillary accommodation at Fields End Farm, Chessels Lane, Charlton Adam, TA11 7BJ – **REFUSED.**
- ii. **PA 22/02714/HOU.** Proposed loft conversion, erection of a front and side extension and internal alterations to the existing annex at Little Orchard, George Street, Charlton Mackrell, TA11 7AS – **APPROVED.**

23/43. Finance.

a. **Balance of the Council's Bank Account and Bank Reconciliation.**

To report on the Council's Bank Account.

b. **Accounts for payment.**

To review and approve a schedule of items of expenditure (incl. VAT):

- | | |
|--|--------|
| i. Moderamen Internal Audit Fees | £70.00 |
| ii. Clerk's Allowances & Expenses May 23 | £68.60 |

23/44. Annual Receipts & Payments and Internal Auditor Report 2022/23.

To agree the Annual Receipts & Payments accounts and receive the Annual Internal Audit Report for 2022/23.

23/45. Section 1 – Annual Governance Statement 2022/23.

To consider and approve Section 1 – Annual Governance Statement 2023/23.

23/46. Section 2 – Accounting Statements 2022/23.

To consider and approve Section 2 – Accounting Statements 2022/23.

23/47. Signing of the Annual Governance and Accounting Statements 2022/23.

Following approval, Chairman and Clerk to duly sign the Annual Governance Statement and Chairman to sign the Accounting Statements for 2022/23.

23/48. To set the commencement date for the Exercise of Public Rights 2022/23.

Responsible Financial Officer (RFO) to set the date and publish with details of the arrangements for the exercise of public rights.

23/49. Certificate of Exemption from a Limited Assurance Review 2022/23.

To consider if the council meets the qualifying criteria to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and completion of the certificate of exemption by the Chairman and RFO.

23/50. Charlton Adam Village Gateways

To discuss the provision of Village Gateway and permanent Speed Indicator Device on Broadway, Charlton Adam.

23/51. Items for Report and Future Business.

Please notify items to the Clerk at least 24hrs before the meeting.

Next meeting: to be held on Tuesday 20th June 2023, 7.30PM in The Reading Room, Hillway, Charlton Mackrell.