FLAX BOURTON PARISH COUNCIL

EMAIL: clerk@flaxbourtonparishcouncil.co.uk **T:** 07763 031435 **Website:** www.flaxbourtonparishcouncil.co.uk

To: Members of the Council

You are summoned to attend the **Annual Meeting of Flax Bourton Parish Council** to be held on **Monday 15th May 2023** commencing at **7.30pm** in the **Hall** at **Flax Bourton Primary School**.

Clare Melton
Parish Clerk
9th May 2023

Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where any registered local government elector within the Parish is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider a matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

AGENDA

023(23) **Election of Chair for the year 2023/24**
To elect the Chair for the year 2023/24.

024(23) **Apologies and Reasons for Absence**

025(23) **To consider electing a Vice Chair for the year 2023/24**

026 (23) **Declarations of Acceptance of Office**
To acknowledge the Declarations of Acceptance of Office received following the uncontested election and consider any dispensations for those Councillors not in attendance or able to complete their declaration.

027(23) **Register of Member's Interests**
To acknowledge the Register of Member's Interests forms received following the uncontested election.

028 (23) **Declarations of interests from members regarding the Agenda**

029(23) **Public Forum Session**
15 minutes will be allowed for questions and comments from members of the public. (*Please raise your hand and wait for the Chair to give permission for you to speak and then clearly state your name*).

030(23) **Minutes for Approval**
To approve the minutes of the Parish Council Meeting held on 11th April 2023.

031(23) **Finance and Personnel**

a) To ratify payments made since last meeting on 11th April 2023
b) **Annual Governance & Accountability Return 2022-2023**:
   i. To receive and review the Annual Internal Audit Report
   ii. To approve and sign the Annual Governance Statement
   iii. To approve and sign the Accounting Statements
   iv. To note the dates for the Exercise of Public Rights
   v. To consider the draft Explanation of Variances
   vi. To receive and sign the Conflict of Interest with BDO LLP form
c) To receive and agree the renewal insurance documents for 2023-23 for the Village Hall

d) To receive an update from Councillor Andersson regarding the proposed Lengthsman/verge maintenance

e) To approve the monthly accounts statement and new invoices for payment.

032(23) **Councillor Co-option**
To consider the vacancies and any applications for co-option resulting from the uncontested election.

033(23) **Policies and Procedures**
To review and adopt Standing Orders and Financial Regulations. To agree to continue to review other policies and procedures gradually throughout the year.

034(23) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral.

035(23) **North Somerset Council Local Plan 2038**
To receive an update from Councillor Moss.

036(23) **Flooding**
To receive an update from Cllr Coombs.

037(23) **Place & Movement Framework plus Active Travel Action Plans**
To receive an update from Cllr Coombs.

038(23) **Communications**
To receive an update from Cllr Andersson on Google Group and Breakthrough Communications.

039(23) **Flax Bourton Hub**
To receive an update from Cllr Coombs.

040(23) **Assets of Community Value**
To discuss the nomination of Assets of Community Value in the parish.

041(23) **Highways**

a) **Proposed revision of 30mph limit** – To receive an update from Cllr Coombs

b) **Vehicle Activated Signs (VAS)** – To receive an update from Cllr Coombs

c) **Pavements and Footpaths** – To receive an update from Cllr Crawford

d) **Public Rights of Way** – To receive an update from Cllr Andersson

e) **Stancombe Lane waste bin** – To receive an update on the overflowing waste bin.

042(23) **Quarry (Tarmac)**
To receive an update from Cllrs Coombs and Andersson.

043(23) **Bristol Airport Survey**
To discuss completing the questionnaire from Bristol Airport on travel to and from the airport.

044(23) **Noticeboards**
To consider replacing/refurbishing the village notice boards.

045(23) **Coronation**
To receive an update on the fountain for Flax Bourton School to commemorate the King's Coronation.

046(23) **Dig for Victory Show**
To discuss the Dig for Victory Show to be held at the North Somerset Showground on 10th and 11th June 2023.

047(23) **Clerk's Report**
To note the Clerk's Report.

048(23) **Date of the Next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **Monday 5th June 2023** in the **Hall** at **Flax Bourton Primary School** at **7.30pm**.