FLAX BOURTON PARISH COUNCIL

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To: Members of the Council

You are summoned to attend the **Annual Meeting of Flax Bourton Parish Council** to be held on **Monday 13th May 2024** commencing at **7:30pm** in the **Hall** at **Flax Bourton Primary School** to consider the business set out in this Agenda.

Clare Melton

Clare Melton
Parish Clerk
6th May 2024

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

022(24) **Election of Chair for the year 2024/25**
To elect the Chair for the year 2024/25 and to receive the Chairman's Declaration of Acceptance of Office.

023(24) **Apologies and Reasons for Absence**

024 (24) **Register of Member's Interests**
To receive any amendments to the Registers of Members' Interests forms.

025(24) **Declarations of interests from members regarding the Agenda**

026(24) **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*).

027(24) **Minutes for Approval**
To approve and sign the minutes of the Parish Council Meeting held on 15th April 2024.

028(24) **Finance and Personnel**

a) To ratify payments made since last meeting on 15th April 2024
b) **Annual Governance & Accountability Return 2023-2024**:
   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
c) To receive and agree the renewal insurance documents for 2024-25 for the Village Hall
d) To distribute the Business Debit Cards to the holders. Each holder will be required to sign to acknowledge receipt of their card
e) To consider paying for the replacement of the existing lights in the toilets at the Village Hall with sensor lights
f) To approve the monthly accounts statement, Bank Reconciliation, Payment and Receipts Schedule and new invoices for payment.

029(24) **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.

030(24) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral:
a) **24/P/0735/FUH – 70 Rosemount Road, Flax Bourton, BS48 1UQ**
Proposed replacement of existing single storey rear extension with a part single, part two storey rear extension. Erection of a single storey side extension, installation of a wood burner flue to the North elevation and 1no. window at the first-floor South elevation.

031(24) **North Somerset Council Local Plan 2039**
To receive an update from Councillor Moss.

032(24) **North Somerset Council's Bus Service Improvement Plan**
To receive an update.

033(24) **Biodiversity Duty**
To receive an update from Cllr Andersson.

034(24) **Flooding**
a) To receive an update from Cllr Coombs
b) To receive an update from Cllr Coombs regarding the holding ponds.

035(24) **Flax Bourton Hub**
To receive an update from Cllr Coombs.

036(24) **Highways**
a) **A370 Safety Scheme** – To receive an update from Cllr Coombs
b) **Planting around the new gateways** – To receive an update from Cllr Andersson
c) **Pavements and Footpaths** – To receive an update from Cllr Andersson
d) **Public Rights of Way** – To receive an update
e) **Stancombe Lane waste bin** – To receive an update on the overflowing waste bin
f) **Safe route to school** – To discuss the route to school.

037(24) **Quarry (Tarmac)**
To receive an update from Cllr Coombs.

038(24) **Defibrillator**
To receive an update from Cllr Andersson

039(24) **Clerk's Report**
To note the Clerk's Report.

040(24) **Staff Matters**
To receive an update on the arrangements for the temporary Clerk.

041(24) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **Monday 10th June 2024** in the **Hall** at **Flax Bourton Primary School** at **7:30pm**