

AGENDA- ANNUAL MEETING OF WALTON PARISH COUNCIL

FRIDAY May 10th, 2024, AT 7PM IN WALTON VILLAGE HALL

All Walton Parish Councillors are summoned to attend this meeting of the Parish Council. This is an open meeting, and the press and public are welcome to attend.

Helen Moore 2nd May 2024



1. The election of the Chairman

Declaration of acceptance of office of the chairman

2. The election of the Vice Chairman

3. To receive and consider apologies for absence.

4. Councillors

- Registers of Interests - Councillors are reminded that these should be kept up to date.
- Disclosure of any undeclared interests and notification of dispensations granted.

5. Minutes

- To approve the minutes of the meeting of 12th April 2024

6. Public Speaking

- Declaration of interest in speaking on agenda item[s]: To speak for no more than 3 minutes on items on the agenda [Public participation shall not exceed 30 minutes in total.]
- Opportunity to raise issues/concerns **not** on this agenda: To speak just for information and/or ask that an item be placed on the agenda of a future meeting. [Maximum of 5 speakers per meeting and 2 minutes per item]

7. Election of Councillors to areas of responsibility

- Bank signatories.
- representatives to the Walton Trust.
- representatives to the Walton Allotment Society.
- representatives to the Avalon & Poldens Local Community Network.
- finance working group.
- staffing working group.
- newsletter/communications working group.
- East Mead Community Area working group.
- Book exchange working group.
- Footpaths working group.
- Neighbourhood plan working group.
- To consider the creation of additional working groups - e.g. environment / transport

8. Council Policies, to note and consider for an annual review [earlier if there are legislation changes, if advised by NALC, or if the Council, a Cllr, or Clerk requests a review.] including: Standing orders [adopted September 2019], financial regulations [adopted Oct 2019], code of conduct [adopted May 2022] communications policy [adopted Nov 2023], statement of financial control and annual review of effectiveness of internal control [Dec 2023], complaints procedure [adopted June 2008], data protection policy [adopted May 2018], audio visual recordings and photography at Council Meetings policy [adopted 2022], audio recording retention policy [adopted April 2024], auto Speedwatch camera policy[& privacy risk assessment][adopted April 2022], review of effectiveness of internal audit [Dec 2023], tree and plant policy [adopted August 2019].

9. Planning

- To receive any planning decisions reported.
- To consider planning applications received. NONE
- General planning concerns to note.

10. Environment

- To consider a report and proposals from the East Mead Community area working group.
- Village litter bins - to receive and consider a report regarding potential costs & siting of a further bin at Asney Road end of the playing field footpath.
- Allotment carpark and gate - to receive a report and consider any action required.
- Walton In Bloom - to confirm judges.

11.To receive & consider a report regarding the telephone box book exchange.

12.Finances

- a. To receive and consider approval of the monthly financial report.
- b. To consider authorisation of the invoices for payment schedule.
- c. To receive the report from the Internal auditor
- d. Annual Governance and Accountability Return:
 1. Consideration of annual governance statement
 2. Consideration of accounting statements 2023 2024

13.Footpaths

- a. Oak Close to playing field path:
 1. To receive an update regarding the land purchase for the footpath and consider any action required.
 2. To consider resolving to sign the Land Transfer documentation.
- b. Village Footpaths:
 1. To receive any reports regarding safety and access, and consider any action required.
 2. Somerset Council maintenance provision, toolkit for maintenance.

14.Minor tasks around the village

- a. To agree and prioritise the works required for this month.

15.Review of the Annual Meeting

16.Village play areas.

- a. To receive inspection reports and consider any action required.
 1. Meadow Lane
 2. Hempitts Road

17.Roads, & traffic

- a. To receive reports regarding road repairs and consider any action required.

18.Reports for information but not for decision.

- a. Somerset Councillor[s]
- b. Parish Councillors
- c. Clerk

19.Upcoming meetings and events:

Next Parish Council Meeting - Friday 14th June 2024, 7pm at Walton Village Hall.

For information - Councillors are reminded that if there are items that they would like to see on the agenda of the JUNE parish council meeting, proposals and associated information need to be with the Clerk by Midday on Thursday 6th June 2024 at the latest - this is to enable the circulation of reports with the agenda of that meeting.
