

**MINUTES OF THE ANNUAL GENERAL MEETING OF BUTLEIGH PARISH COUNCIL HELD ON TUESDAY 2<sup>ND</sup> MAY 2023 IN THE CHURCH ROOM, BUTLEIGH.**

**PARISH COUNCILLORS PRESENT : T Willmott (Chairman). K Otton, A Coleman, M Acland -Hood**

**APOLOGIES: None**

**VISITING COUNCILLORS REPORTS: Clare Sully Somerset Council, Alex Wiltshire Somerset Council. Not received.**

**ELECTION OF CHAIRMAN: Trevor Willmott, Proposed K Otton, seconded M Acland-Hood. All in favour.**

**Signing of “Declaration of Acceptance of Office” forms by Chairman**

**ELECTION OF VICE CHAIRMAN : K Otton. Proposed T Willmott, seconded A Coleman. All in favour.**

**STATEMENT OF DECLARATIONS OF INTEREST : The Chairman reminded Councillors of the need to make and to have recorded any Declarations of Interest made in accordance with the Local Authorities Model Code of Conduct Order adopted on 7th August 2012. (Based on District/ County Model ) (Chapter 7 of the Localism Act 2011).**

**APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES:**

- a. Somerset Association of Local Councils (SALC) A Coleman**
- b. Butleigh Playing Fields Association. T Willmott**
- c. Parish News Board - Clerk**

**DISCUSSION OF LEAD COUNCILLOR’S DUTIES.**

**APPOINTMENT OF INTERNAL AUDITOR – S Pouncey.**

**RE-APPOINTMENT OF GRIEVANCE & DISCIPLINARY AND APPEALS PANELS**

**URGENT BUSINESS (IF ANY)**

**APPROVAL OF THE MINUTES OF THE ANNUAL PARISH MEETING -4<sup>TH</sup> APRIL 2023** having been circulated, were signed as a true and correct record. Proposed A Coleman, seconded M Acland-Hood, all in favour. Minutes to be posted on the Village Website.

**MATTERS ARISING FROM THE MINUTES (NOT INCLUDED LATER AS AN AGENDA ITEM). None.**

**APPROVAL OF THE MINUTES OF 4<sup>TH</sup> APRIL 2023**, having been circulated, were signed as a true and correct record. Proposed A Coleman, seconded K Otton all in favour. Minutes to be posted on the Village Website.

**MATTERS ARISING FROM THE MINUTES (NOT INCLUDED LATER AS AN AGENDA ITEM).** None

**NOTICE OF PARISH COUNCIL MEETING DATES FOR 2023/24 - circulated**

**PLANNING: 2023/0730/HSE 3 Court Park-** Erection of single storey garden structure and associated landscaping. Recommend Approval. Proposed T Willmott, seconded M Acland-Hood. All in favour.

**Decision: 2023/0252/HSE The White House, Baltonsborough Road.** Internal garage conversion of existing garage and erection of new Garage/store. Approved

**FINANCIAL STATEMENT. Clerk – Signing of AGAR forms for end of financial year 2022/ 2023 according to Audit Regulations**

<b>CURRENT AC</b>		<b>BR AC</b>	
BALANCE	£ 1925.73	BALANCE	£ 3668.63
+ Precept	£ 16000.00		
- CAB	£ 150.00		
- BPCC	£ 1850.00		
- BPFA	£ 2900.00		
- St Margarets Hospice	£ 400.00		
- S&D Air Ambulance	£ 350.00		
	<b>£ 12275.73</b>	<b>Balance</b>	<b>£ 3668.63</b>

Proposed A Coleman , seconded K Otton, all in favour.

**FINANCIAL APPROVALS : Resolution to approve the following expenditure:**

M Jennings- Installation of signs and dog waste bins £230, Butleigh Cricket Club £227.99 for new bench. Zen Computers £66.00.

Proposed T Willmott , seconded K Otton , all in favour.

**HIGHWAYS –(KO)** Speed results circulated. Discussion regarding a Village Gateway SID at the Court end of the village. Noted. Clerk to write to Traffic Management. Mobile SID batteries are now working.

Barton Road potholes from Oddway Crossroads to Dove Studios, both sides of the road.

**CHANGE OF DATE FOR SEPTEMBER MEETING to 29<sup>th</sup> August.**

**Meeting closed at 8.15pm**

**Date of next meeting –6th June 2023 in the Church Rooms.**

**Chairman**

**6<sup>th</sup> June 2023**

