AGENDA

Public Session (will commence at 7.00pm)

1. **Apologies**
   
   To approve the reasons for the absence of Parish Councillors

2. **Declarations of Interest**
   
   To receive declarations of Members’ interests in accordance with the Code of Conduct for Councillors

3. **Minutes of Previous Meeting**
   
   To approve the minutes of the Parish Council meeting held on 8 May
   
   To receive the draft minutes of the Planning Committee meeting of 2 June

4. **District and County Council Liaison**

5. **Parish Council Footpaths Strimming Project**
   
   To approve the funding for strimmer training/safety equipment under the Somerset CC Strimmer Project for Cllr Falla (as Paths Liaison Officer), and to approve funding for consumables

6. **Library Office Space**
   
   To consider sending a letter of support in respect of the Library’s proposal to offer office space

7. **Annual Return and Audit**
   
   a) To note the Internal Auditor’s report
   
   b) To approve Annual Governance Statement for 2017/2018 and authorise the Chairman and Clerk to sign for submission to the external Auditors
   
   c) To approve the Accounting Statement for 2017/2018 and authorise the Chairman to sign for submission to the external Auditors

8. **Financial Management**
   
   a) To receive the Budget report to 9 June 2017
   
   b) To approve expenditure incurred since the Parish Council meeting of 8 May 2017
   
   c) To note the most recent bank reconciliation

9. **Planning**
   
   To consider the Parish Council response to the following Planning Application
   
   a) 36/17/00008 – 1 Castle Street, Nether Stowey
      
      Proposal: Remove growth on eucalyptus above point where previously trimmed.
      
      Applicant: Mr C Penny
   
   b) 36/17/00009 – Globe House, 23 Castle Street, Nether Stowey
      
      Proposal: Reduce birch by approximately 30%, reduce hawthorn by approximately 50% and reduce conifer to ground level

10. **Highways**

11. **Reports**

12. **Correspondence**

13. **Forthcoming Meetings and Events**

14. **Date of Next Meetings**
   
   Neighbourhood Planning – Wednesday 21 June (provisional)
   
   Parish Council Meeting – Monday 10 July
This note has been produced for the benefit of members of the public attending meetings of the Parish Council. It explains how and when members of the public may contribute to the meeting.

Parish Council meetings are open for the public to attend but are not public meetings. In order to facilitate contributions by members of the public there is a public session prior to the formal meeting. During the public session, members of the public are welcome to address the Council on any matter relating to the agenda or on any other matter that they would like the Parish Council to consider at a future date. It is helpful if you inform the Chairman or the Clerk beforehand of any matter you wish to raise, so that the Clerk can bring any necessary information to the meeting.

The conduct of Parish Council meetings are governed by the Parish Council’s Standing Orders (adopted 14 January 2013). These are available from the Parish Office Office or on the Council’s website.

Public Session

- If you wish to speak, please raise your hand to indicate this. Only one person is permitted to speak at a time. If more than one person wishes to speak, the Chairman shall direct the order of speaking.
- Please address your comments to the Chairman.
- Unless otherwise permitted by the Chairman, the Public Session last a maximum of 15 minutes. Each member of the public is entitled to speak once only and shall not speak for more than five minutes.
- The Council is not required to give a response to a matter raised during the public session, but may do so. Alternatively the Chairman may direct the Clerk to follow the matter up or give a written response at a later date. Please note that no decisions can be made and no expenditure approved on any item raised during the public session unless the matter has been legally notified on an agenda in advance.
- A brief summary of the issues raised during the public session are included in the minutes of that meeting: it is not required to provide a detailed or verbatim account of the proceedings.

Parish Council Meeting

When all the members of the public have spoken in the public participation section, the Chairman will resume the formal meeting. Members of the public are asked to respect the fact that this is a meeting to conduct council business. They are not permitted to enter into the debate of agenda items. The Chairman may at his or her discretion, invite members of the public to speak on an agenda item if he feels that they have some expertise or experience in the matter being discussed. In this case, he will temporarily adjourn the meeting to allow them to speak.

Members of the public disturbing a Council meeting will be asked by the Chairman to be quiet and if they persist will then ask them to leave. If a meeting becomes unmanageable because of interruption, or impossible to be continued due to disturbance or disregard for the Chairman’s instructions the Council can and will resolve either to close the meeting for a period of time or to have the meeting recalled for another date.