NETHER STOWEY PARISH COUNCIL

PARISH COUNCIL MEETING
Monday 13th April 2026 at 7pm

AGENDA

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

2. **Declarations of Interest and Dispensations**
   To receive declarations of Members' interest in accordance with the Code of Conduct

3. **Public Session**
   Members of the public may ask questions, make representations, and give evidence in respect of the business on the agenda or on any other matter of concern.

4. **Minutes of Previous Meeting**
   To approve the minutes of the Parish Council meetings held on 9 and 23 March

5. **Somerset Council Liaison**

6. **Planning Applications**
   To consider the Parish Council's response to the following Planning Application
   a) *36/26/00002 – Jacob Barn, Nether Stowey*
   Proposal: Erection of a conservatory to the South West elevation
   b) *36/26/00004 – 14-16 St Mary Street*
   Works to Trees in a conservation area

7. **Financial Management – 2025/26 (End of Year)**
   a) To receive the Budget Report to 31 March (2025/26 account)
   b) To note the Clerk's report on the final 2025/26 Budget and Reserves outturn
   c) To note the bank reconciliations for the year ending 31 March 2026
   d) To note the timetable of completion of the 2025/26 accounts
   e) To note the updated Fixed Assets Register

8. **Financial Management – 2026/27 (new Current Year)**
   a) To approve expenditure incurred since 9 March
   b) To note the most recent bank reconciliations
   c) To note the Budget for 2026/27 (for information, approved in January)
   d) To re-approve the updated list of Direct Debits
   e) To review and adopt the updated Financial and Management Risk Assessment

9. **Training for Clerk**
   To agree to support and fund CiLCA training for the Clerk with a view to the Council securing General Power of Competence after the 2027 election

10. **Highways**
    To note matters attended to or items requiring attention

11. **Reports**
    a) Chairman's Report
    b) Clerk's Report
    c) To receive reports from Members and as Parish Council Representatives on outside bodies

12. **Forthcoming Meetings and Events**

13. **Date of Next Parish Council Meeting and Annual Parish Council Meeting**
    Monday 11 May

NETHER STOWEY PARISH COUNCIL

PARISH COUNCIL MEETINGS
CONTRIBUTIONS BY MEMBERS OF THE PUBLIC

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 main part of 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 October 2019, last reviewed 16 May 2022). These are available from the Parish Office or on the Council's website.

Public Session

- If you wish to speak, please raise your hand to indicate this. Where possible, please stand (if possible) when speaking. 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 specified by the Chairman, the Public Session shall last a maximum of 15 minutes. Each member of the public is entitled to speak once only and shall not speak for more than three 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

At the end of the public participation session, the Chairman will resume the formal meeting under standing orders. **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, he 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.