**WEST HATCH PARISH COUNCIL**

www.westhatchparish.org.uk

Chairman: Keith Read

Clerk: Gillian Midworth

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**NOTICE OF PARISH COUNCIL MEETING**

The Annual Parish Council Meeting will take place on Wednesday 29th May 2024 at West Hatch Village Hall commencing at 7.30pm.

All parishioners are welcome to attend.

Mrs G R Midworth

Clerk to West Hatch PC

Date of Notice – 16th May 2024

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ORDER OF BUSINESS

1. **Election of Chairman**
2. **Attendance and apologies**
3. **Election of Vice-Chairman**
4. **Appointment of Councillors to head statutory, standing and other committees or working parties:**
5. Planning Committee
6. Conservation and Nature
7. Footpaths
8. Finance
9. **Appointment of delegates or representatives to external**

**Associations:**

1. Somerset Association of Local Councils (SALC)
2. Somerset Council – Highways Contact
3. **Minutes of the last meeting**

To receive and confirm the minutes of the Ordinary Parish Council meeting held on 27th March 2024

1. **Matters arising from the minutes.**
2. **To receive the annual accounts**
3. **To receive the internal audit report**
4. **To approve Section 1 of the Annual Governance Statement 2023/24**
5. **To approve Section 2 of the 2023/24 Accounting statements**
6. **To confirm that the Council wishes to certify itself as exempt from the limited assurance review.**
7. **To confirm the dates for the period for the exercise of public rights as required by the Accounts and Audit regulations.**
8. **To review and confirm the insurance arrangements for 2024.**
9. **To review and confirm the risk assessment for 2024.**
10. **To review and confirm the Council’s Internal Audit Controls**
11. **Parishioners’ Forum**
12. **To receive reports from County Councillor (if present)**
13. **To confirm receipt of Precept 2024/25**
14. **Formal Expenditure Approval**
15. **Clerk’s Salary £ 350.00**
16. **Zurich Insurance £ 214.00**
17. **Twenty is Plenty signs £ 55.68**
18. **Somerset Wildlife Trust £ TBC**
19. **Materials for fingerpost repairs £ 69.26**
20. **CPRE £ 45.00**
21. **Planning – to consider any planning matters arising.**
22. **Reports of Parish Council Working Parties**
    1. Report from Footpath leader
    2. Report from Trees/Conservation leader
    3. Report on Highway matters

d. Report from SALC Representative

1. **To consider quotation from Parish Online for provision of website.**
2. **Update on Forestry Operations at Thurlbear Woods**
3. **Correspondence and matters of report.**
4. **To agree date of next meeting – Wednesday 31st July 2024**

***Gillian Midworth***

***Clerk to West Hatch Parish Council***