

**MINUTES OF THE ANNUAL MEETING OF SHEPTON MONTAGUE PARISH
COUNCIL HELD AT THE VILLAGE HALL, SHEPTON MONTAGUE ON
THURSDAY 9th MAY 2019 AT 7.45pm**

Draft minutes for approval at the next meeting.

Present: Paul Williams, Andrew Wiley, Richard Reed, Julia Hunter, Oliver Dowding and Margaret Hill (Clerk).

1. **Apologies for absence:** Anna Groskop (County Councillor) had sent her apologies and Robin Bastable (District Councillor) had advised he would join the meeting later on.
2. **Election of Chair and declarations of acceptance of office (all councillors)**
Paul Williams proposed Andrew Wiley as Chair and this was seconded by Richard Reed and carried unanimously. Andrew Wiley proposed Paul Williams as Vice-Chair. This was seconded by Richard Reed and carried unanimously. The Chair and Councillors present signed the declarations of acceptance of office.
3. **Approve the minutes of the last meeting:** The minutes of the last Parish Council meeting were approved as a correct record.
4. **Matters Arising:** The clerk had received an email from someone interested in taking up the position of clerk. It was decided that the clerk should arrange for the Chair to meet with them.
5. **Annual Governance and Accountability Return 2018-19 – Exemption**
The Certificate of Exemption was duly completed and signed by the Chair and clerk (as Responsible Financial Officer).
6. **Risk Assessment and approval of Annual Governance Statement**
 - 6.1 **Internal Audit** Council considered the report of the Internal Audit which had been recently carried out by Jeanne Anwyll.
 - 6.2 **Annual Governance Statement** Council completed the Annual Governance Statement for 2018-19 and this was signed and dated by the Chair and the Clerk.
7. **Finance:**
 - 7.1 **Approval of Accounting Statement for 2018-19:** Members approved the accounting statement and this was duly signed by the Chair and Clerk.
 - 7.2 **Renewal of Insurance 2019-20:** A cheque was signed in the sum of £257.60 being the renewal premium for insurance for the period 1.6.2019 to 31.5.2020.

8. **Fingerpost Restoration Project:** The clerk reported that the Community Grant of £1,000 had been received from S.S.D.C. Andrew Wiley reported that Doug had delivered all the replacement spigots, in galvanised steel. Nothing had yet been ordered from the forge but there are 6 arms to be replaced. Three others require re-welding and a couple of aluminium ones require looking into.

9. **Correspondence:** None

10. **a.o.b.**

- Tim Russell, P.C.S.O. had arrived at the meeting and gave his report (see appendix). He advised that the speed gun was currently being calibrated but he would bring it to assess speeding in the village when it was mended and when he was accompanied by our local Police Officer, Sarah, she had the power to stop people.

He advised that a roundabout at Grove Cross was currently discounted on cost grounds but that changes to the junction were being considered.

- It was noted that The Newt in Somerset was opening soon and that a sign was needed to keep visitors on the main road and direct them away from turning down Cattle Lane.
- Robin Bastable, our newly elected District Councillor, had arrived at the meeting and introduced himself. Robin offered to provide a monthly update in order to keep the Parish informed.
- The Clerk noted that Peter Gane was present at the meeting and particularly wanted to thank him for all the work he does maintaining the village website, and including all the Parish Council information on the website, thus making the Clerk's job much easier.

11. Open discussion

There being no further business the meeting closed at 8.21pm.

Chairman _____ Date _____