

**NOTICE OF ANNUAL MEETING OF THE  
PARISH COUNCIL**

**To: Members of the Council**

You are hereby summoned to attend the  
Annual Meeting of the Parish Council  
at  
Over Stowey Village Hall  
on  
Monday 21<sup>st</sup> May 2018 following the Annual Parish Meeting

The meeting will open with a public session of up to 30 minutes' duration  
should any member of the public so request it.

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.*

- 1. To elect a chairman**
- 2. To receive a statutory declaration of office from chairman**
- 3. To elect a vice chairman**
- 4. To receive a statutory declaration of office from chairman**
- 5. To permit any unsigned declarations of office to be signed at a later specified date**
- 6. To receive any apologies for non-attendance**
- 7. To agree the following representatives for the following groups:**
  - Representative for the Village Hall and Recreational Ground Committee**
  - Forestry**
  - Footpaths**
  - Planning**
  - Finance Reviews**

- 8. To receive and approve the Annual Governance and Accountability Return - Section 1 The Annual Governance Statement**
- 9. To receive and approve the Annual Governance and Accountability Return - Section 2 The Accounting Statements**
- 10. To agree that Over Stowey Parish Council wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 as the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2018.**

**11. Matters arising from the last meeting:**

- Update on trees over-hanging the road at Rocks Bridge
- Discussion on the potential transfer of Stowey Woods to Over Stowey Parish Council
- Update on General Data Protection Regulations (GDPR) and actions undertaken/to be taken

**12. Correspondence**

- Email from SARI – Stand Against Racism and Inequality

**13. Items for discussion**

- Agree annual insurance renewal
- Update on bridle paths following the clearing of the timber by EuroForest – Councillor Goddard
- Footpath to be cleared as overgrown and becoming dangerous to walkers and runners – location to be confirmed
- Decision on where the defibrillator will be placed

#### **14. Matters Arising for the Agenda for the June 18<sup>th</sup> 2018 meeting**

#### **15. Planning:**

- Application no. 40/18/00002
- Application no. 40/18/00003
- Application no. 40/18/00004

#### **16. Financial Matters**

**A. Clerks Wages - £174.09**

**B. Insurance renewal - £356.53**

**C. Internal Auditor fee - £25.00**

**D. IOC (Information Commissioners Office)  
Certificate of Registration (GDPR) - £35.00**

**E. Suspension Files/Folders (GDPR) - £13.99  
£11.00**

**F. Website – annual renewal plus SSL (GDPR) -  
£100.00**

**G. SALC – annual renewal 2018/2019 - £97.03**

#### **17. Date of Next Meeting – Monday 18<sup>th</sup> June 2018**

**Amanda McMurren  
Clerk to Over Stowey Parish Council**

To: Members of the Parish Council Cllr R Curtis, Cllr B Bartlett,  
Cllr D Peaster, Cllr K Barrow, Cllr M Cavill, Cllr P Tully, Cllr Goddard

County/District Cllr M Caswell, District Cllr J Pay