

The ANNUAL MEETING of the PARISH COUNCIL will be held on MONDAY 8<sup>th</sup> MAY 2017 in the HOLFORD & DISTRICT VILLAGE HALL at the conclusion of the Annual Parish Meeting.

The press and public are cordially invited to attend.

**AGENDA**

Apologies for absence.

1. Election of Chairperson (Sign Declaration of Acceptance of Office form)
2. Election of vice-Chairperson
3. Appointment of Planning Committee
4. Appointment of one or two representatives to sit on the Village Hall Committee
5. Appointment of Councillors with specific oversights
  - Highways & Rights of Way - Peter Grandfield
  - Maintenance (Lengthsman, Grass cutting, Dog Pound, Bus Shelter, Magna Housing Estate) - TBD
  - Hinckley Point - Terry Ayre
  - AONB- Peter Grandfield
  - Internet - Peter Grandfield
6. Appointment of Steward of the Bowling Green - Jerry Anderson
7. Appointment of Internal Auditor - Tim Tennent
8. Declarations of Interest and Requests for Dispensations
9. Matters of interest from SCC
10. Matters of interest from WSC
11. Public comments on agenda items only
12. Minutes of the meeting held on 13<sup>th</sup> March 2017
13. Matters arising from this meeting and not included on the agenda
  - Minute 024/17.5 - Removal of tree branch behind seats on bowling green was reported but no action taken by HPC
14. Chairperson to Report

15. Planning - Applications received since the last meeting

- CA/16/17/001 | Notification to fell two Beech trees (one of them multi-stemmed), one Hawthorn and one Cherry, and to carry out management works to one Hawthorn and one Magnolia within Holford Conservation Area  
Heathcote, Combe Lane, Holford, Bridgwater, TA5 1RZ; Thu 13 Apr 2017

**From:** "Galley, David" <[d.galley@tauntondeane.gov.uk](mailto:d.galley@tauntondeane.gov.uk)>

**Date:** 25 April 2017 at 09:07:54 BST

Regarding this notification for tree works in the conservation area, please note that the proposal has been amended (following a site meeting) so that the multi-stemmed beech on the bank at the back is not to be felled at this stage, but will have the lowest branch removed, and will be monitored.

- 3/16/17/002 | Removal of garage and erection of two-storey side extension  
4 Green Close, Holford, Bridgwater, TA5 1SB; Thu 06 Apr 2017  
Week 17: Site visit took place, HPC Chairperson to update comments section on the Planning website.
- 3/16/17/001 | Change of use from garage/store to holiday let with erection of single storey extension and conservatory, formation of access and associated car parking  
Broadwood, Williton to Bridgwater Road, Holford, Bridgwater, TA5 1DU; Tue 18 Apr 2017

16. Finance:

a] To authorise the following payments:

- PB Clerk Salary March/April £262.50; Expenses March/April £43.40
- Fracking meeting expenses £157.20 (Kilve PC to pay half)

b] Concerning the 2016-17 accounts:

- Summary Receipts and Payments Account 2016/17
- Approve Section 1 - Annual Governance Statement of the Annual Return 2016/17
- Approve Section 2 - Statement of Accounts of the Annual Return 2016/17
- Internal audit – Completed & signed off 26 April 2017

17. Highway and Rights of Way Matters

18. Maintenance Matters

- Dog Pound – Update on refurbishment. Request for an up-to-date building valuation for insurance purposes PG. (HPC Insurance due for renewal June 2017)
- Machinery for lengthsman

19. Reports:

- Area of Outstanding Natural Beauty AONB
- Site Stakeholders Group SSG
- Clerk matters (Email account, Banking, Computing equipment, Notice boards)

20. Items to Report

- Somersets Brilliant Coast (Nominee?)
- 'The Great Get Together' – letter from The Lord Lieutenant

21. Correspondence received – and not dealt with elsewhere

- Defibrillator – how to use it & post code/house codes
- Invitation for free NHS Health checks for your Parish

22. Open discussion – at the discretion of the Chairperson