



**HOLFORD PARISH COUNCIL**  
**ANNUAL PARISH COUNCIL MEETING AGENDA**

Meeting Date, Time and Location:  
09 May 2022, 19:30 @ Holford & District Village Hall

<b>Holford Parish Council</b>	<b>Initials (XX)</b>
Emma Cavendish    Outgoing Chairman	EC
Hema Stanley      Clerk/RFO	HS
Emily Heckscher	EH
Kate Court	KC
Kate Hammond	KH
Peter Grandfield	PG
Stuart Moffatt	SMT
Steve Mottershead	SMD
Vacancy	

<b>Somerset West &amp; Taunton Councillor</b>	<b>Initials (XX)</b>
Chris Morgan	CM
<b>Somerset County Council Councillor</b>	
Hugh Davies	HD
<b>Police Community Support Officers</b>	
Sue Thompson; Sue Marks	ST; SM
Jamie Munro	JM
<b>Public Path Liaison Officer</b>	
Sue Edwards	SE

Have your say – Community issues / concerns.  
Duration and content at Chairman's discretion.

1. Apologies for absence.
2. Election of Chairman (presided over by the outgoing chairman).
3. Newly elected Chairman to sign declaration of accepting the office as chairman.
4. Election of Vice-chairman.
5. Vacancy – Co-option.
6. Appointment of members to committees and outside bodies.

Representatives on outside bodies:

- Hinkley A/B - Site Stakeholder Group; C – Transport Forum & Community Forum.
- Quantock Hills AONB - Joint Advisory Committee.
- Holford & District Village Hall Committee.
- Watchet, Williton and Quantock Area Panel.

Local responsibilities:

- Parish Maintenance & Playground.
- Hunt.
- Roads & Traffic.
- Planning.
- Bowling Green Steward - Jerry Anderson.
- Internal Auditor

7. Agreement of meeting dates/time – HS.
8. Review of code of conduct and key policies – HS.
9. Review of bank mandate – HS.
10. Declarations of Interest and Requests for Dispensations.
11. Previous meeting minutes – Approve and matters arising.
12. Somerset County Council report - HD.
13. Somerset West and Taunton Council report – CM.
14. Police Community Support Officer report – ST/SM.
15. Planning applications.
16. Parish maintenance.
17. Finance matters - HS.
  - 2022-2023 Parish maintenance tender.
  - 2022-2023 Parish Insurance.
  - Approve Annual return forms
  - Approve outstanding invoices

<https://holford-pc.gov.uk/fiscal-year-accounts-2022-2023/>
18. Requests via email correspondence – HS.
19. Any other business for next agenda.