



AXMOUTH PARISH COUNCIL

CLERK:
BECKI DAVEY
2 WESSITERS
SEATON
EX12 2PJ
TEL: 07895 910543

9th May 2019

Dear Parish Councillors and Members of the Public,

Councillors are summoned and members of the public are invited to attend the Annual Council Meeting of Axmouth Parish Council, to be held in the **Axmouth Village Hall on Wednesday 15th May 2019 at 7pm** to discuss the following matters

RDavey

Becki Davey
Clerk to the Council

Agenda

1. **To welcome Councillors** and receive their Declaration of Office
2. **Election of Chairman**
 - a) To invite nominations and elect a Chairman for the year
 - b) To receive the Declaration of Acceptance of Office by the Chairman
3. **Election of Vice-Chairman**

Commencement of Ordinary Council Meeting:

4. To receive and acknowledge apologies.
5. **Declaration of Interests:** In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at East Devon District Council within 28 days of the change.
6. Minutes of the Parish Council meeting held on 17th April 2019 to be approved and signed.
7. To agree any items to be discussed after the public, including the press have been excluded
8. Public Forum
9. To accept reports and agree actions on Highway matters
10. To set future meeting dates until the next Annual Council Meeting
11. To agree outside body representation

12. Review of Internal Control and GDPR procedures:

- a) Code of Conduct
- b) Asset Register
- c) Terms of Reference of Internal Audit
- d) Financial Regulations
- e) Standing Orders
- f) Risk Assessment Procedures
- g) Grant Awarding Policy
- h) Complaints Procedure
- i) Publication Scheme
- j) Privacy Policy
- k) Discipline & Grievance Policy
- l) Social Media Policy

13. Financial Matters:

- a) To approve the financial statement to the end April 2019
- b) To consider, approve and sign the Annual Governance Statement for the Annual Audit
- c) To consider, approve and sign the Annual Accounting Statement for the Annual Audit
- d) To approve Standing Order to Peninsula Pensions
- e) To consider grant applications from Axmouth PCC for £400 towards the upkeep of the graveyard and £200 towards the production of the parish magazine
- f) To approve the following payments

Printerinks	Ink Cartridges	Debit Card	£99.88
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Other payments may arise for payment at the meeting

14. Planning Applications:

15. Condition of Waterside Bench opposite Squires Lane and Roadside Bench north of village gateway:

16. To review Action Plan:

17. Coronation Corner: Update on furnishings

18. Telephone Box: Update on lighting and to consider repainting

19. Footpaths: Update

20. To accept reports and agree actions from the following;

- a) County Councillor:
- b) District Councillor
- c) Parish Councillors
- d) Parish Clerk

21. To accept any relevant correspondence – see Appendix A for list of correspondence received

Date of the **Parish Council Meeting Wednesday 19th June 2019**