



# AXMOUTH PARISH COUNCIL

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CLERK:  
BECKI DAVEY  
2 WESSITERS  
SEATON  
EX12 2PJ  
TEL: 01297 24009

11<sup>th</sup> May 2017

Dear Parish Councillors and Members of the Public,

Councillors are summoned and members of the public are invited to attend the Council Meeting of Axmouth Parish Council, to be held in the **Village Hall, Axmouth on Wednesday 17<sup>th</sup> May 2017 following the Annual Parish Meeting** to discuss the following matters;

*RDAVEY*

Becki Davey  
**Clerk to the Council**

## Agenda

1. **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

2. **Election of Vice-Chairman**

### **Commencement of Ordinary Council Meeting:**

3. To receive and acknowledge apologies.
4. 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
5. Minutes of the Parish Council meeting held on 19<sup>th</sup> April 2017 to be approved and signed
6. To agree any items to be discussed after the public, including the press have been excluded
7. To accept reports and agree actions on Highway matters
8. To set future meeting dates until the next Annual Council Meeting

9. To agree outside body representation
10. Planning:
11. Review of Internal Control 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
12. Financial Matters:
- a) To approve the financial statement to the end April 2017
  - b) To approve the income & expenditure accounts 1 April 2016 – 31 March 2017
  - c) To consider, approve and sign the Annual Governance Statement for the Annual Audit
  - d) To consider, approve and sign the Annual Accounting Statement for the Annual Audit
  - e) To consider the opening of a Bradfords Credit Account
  - f) Cheques or debit card payment approval required:

Mrs R Davey	Reimburse expenses	£ 15.00	BACS
Rhino Play Limited	Basket Swing purchase	£5092.80	BACS
M Calvert	Footpath Maintenance	£ 60.00	Cheque 790

Other payments may arise for payment at the meeting.

13. Consider painting and repair of bollards and lighting columns on the Old Bridge, Axmouth Harbour.
14. Axmouth Bridge Signage
15. To accept reports and agree actions from the following:
- a) County Councillor
  - b) District Councillor
  - c) Parish Councillors
  - b) Parish Clerk
16. **To accept any relevant correspondence** – see Appendix A for list of correspondence received

Date of the next **Parish Council meeting Wednesday 21<sup>st</sup> June 2017.**