



# AXMOUTH PARISH COUNCIL

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

Dear Parish Councillors and Members of the Public,

Councillors are summoned and members of the public are invited to attend the Annual meeting of Axmouth Parish Council to be held in the **Village Hall, Axmouth on Wednesday 20<sup>th</sup> May at 7pm** 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 of 15 April 2015 and the Planning meeting of 29 April 2015 to be approved and signed
6. To agree any items to be discussed after the public, including the press have been excluded
7. Police Report
8. Public Forum
9. To consider co-option of new Parish Councillors
10. To accept reports and agree actions on Highway matters
  - a) Maintenance items
11. Planning

- a) To consider new planning applications: 15/1009/FUL Formation of garage by constructing roof between retaining wall and house and construction of rear single storey extension – Houndsworth, Axmouth.
- b) Planning correspondence

**12. Financial Matters**

- a) To approve the financial statements to the end of April 2015
- b) Cheques required:

728	Mrs I Harrison	£ 49.98	Reimburse expenses
729	Axmouth Village Hall	£ 42.00	Hall hire Jan – Apr 2015
730	Mrs R Davey	£ 52.14	Reimburse expenses and postage

**13. To approve the meeting dates until May 2016**

**14. Review of Internal Control procedures**

- a) Review of Asset Register
- b) Review of Risk Assessment procedures
- c) Review of Terms of Reference of Internal Audit
- d) Review of Financial Regulations
- e) Review of Code of Conduct

**15. To consider training for Councillors**

**16. Fixed Asset review responsibilities**

**17. Outside bodies representation**

**18. Riverside Project**

**19. S106 an update on current projects and ideas for possible projects for 2015/16**

**20. To accept reports and agree actions from the following:**

- a) County Councillor (to include matters for the attention of the County Councillor)
- b) District Councillor
- c) Parish Councillors
- d) Parish Clerk - To receive an update on actions for the Clerk

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

Date of the next Council meeting Wednesday 17 June 2015