

# Branscombe Parish Council



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## ANNUAL GENERAL MEETING

BRANSCOMBE PARISH COUNCIL MEETING to be held in the Branoc Hall social room (Village Hall) on

**THURSDAY 31<sup>st</sup> May 2018 at 7.30 p.m.**

Members of the public and press are invited to attend. If requested, there will be a max. of 15 minutes public participation prior to the start of the Council meeting. Speakers will be limited to 3 minutes per person. Matters raised should be within the remit of the Agenda of the Council and with the prior permission of the Chairman. Requests should be received by Noon of the day of the meeting.

**PLEASE NOTE THAT MEMBERS OF THE PUBLIC ARE WELCOME  
TO ATTEND THIS MEETING AS OBSERVERS**

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

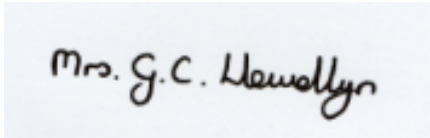
If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.

Members of the public exercising their right to speak during Public Question Time will be recorded.

## AGENDA

1. APOLOGIES
2. ELECTION OF CHAIRMAN
3. ELECTION OF VICE-CHAIRMAN
4. ELECTION OF REPRESENTATIVES
  - a) Village Hall
  - b) Emergency Sub Committee
  - c) Allotments
- 5) MINUTES OF PREVIOUS MEETING held on 10<sup>th</sup> May 2018
- 6) MATTERS ARISING
- 7) FINANCE

- a) Annual review of Finances and Annual Return
- b) Communities Together Fund
- c) Cheques to be signed:
  - a. PCC donation for Parish Magazine - £100.00
  - b. Thomas Westcott – Payroll 2017/18 - £228.00
- 8) URGENT MATTERS
  - d) Declarations of Interest
  - e) Planning
    - a. Applications: None
    - b. Correspondence: None
  - f) Highways
  - g) Other Urgent Matters:
    - I. Devon Air Ambulance quote
    - II. Gazibo
    - III. Street Trading Notice in Beer
    - IV. General Data Protection Regulations
- 9) NEXT MEETING - scheduled for 21<sup>st</sup> June 2018.



Gail Llewellyn  
Clerk to the Council and Responsible Finance Officer

Dated Twenty-Seventh day of May 2018

### **Reminder for Members**

You must declare the nature of any disclosable pecuniary interests. (Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners). You must also disclose any personal interest.

You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.

Make sure you say what your interest is as this has to be included in the minutes. (For example, ‘I have a disclosable pecuniary interest because this planning application is made by my husband’s employer’)

If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Clerk.