

**CURRY MALLET PARISH COUNCIL**  
**Extraordinary Meeting of the Parish Council will be held at 7:45pm on April 29<sup>th</sup> 2019 in**  
**Curry Mallet and Beercrocombe Village Hall**

*All members are summoned to attend the above meeting, members of the public are welcome to attend, but are reminded that questions / comment time is limited to 3 minutes*

**AGENDA**

**1. Declarations of Interest.**

**2. Apologies and reasons for absence**

**3. To approve and sign the draft minutes (V2) of the meeting held on 8<sup>th</sup> April 2019.**

**4. Matters of report arising from previous meetings**

- 1472 Lloyds' Bank; BACS payment facility's operational status & closure of 'Magna Carta 800' account.
- 1621.1 Clerk's employment; finalisation of draft Contract.
- 1622.2 Defibrillator; timing of ordering the SWAS rental package
- 1646.3 Chapel House, Overgrown Burial Area; Chairman's response from Baptist Union (Louise Webb).
- 1744.2 Initiating Westley Harris' verge-cutting

**5. Village Hall Issues**

- Lease; signed engrossed copy & working copies awaited from Duchy solicitors
- Lease clause 6.15; tenant to grant licence to 'The Bell Inn' (& dwellings) for overflow use of hall car park.
- Hall Trust Deed; final version to be signed by the Chairman, witnessed by the Clerk, and submitted to the Charity Commission.

**6. Village Play Area Project**

- Initial Inspection update.
- Pedestrian Access Chicane; now notified to Duchy Steward, with photographs.
- Safety & Responsibility signage; Jaams provision of revised layout. Replacement 'Contact Details' laminates

**7. Footpaths & Rights of Way Updates**

- Repair of metal fencing; upper reaches of L8/25, by footbridge.

**8. Finance**

- to authorise for payment:
  1. Play UK (Playgrounds) Ltd Footpath Chicane Installation; 2 invoices totalling £630.82 (+ £126.16 VAT)
  2. S L Dowell; Clerk's Expenses for 2018/2019 £146.25 (no VAT)
  3. S L Dowell; re under-payment of salary for May 2018 £102.43 (no VAT)
  4. P McKeown; reimbursement for Play Area hedging material (Greenshutters) £52.08 (+ £10.41 VAT)
  5. P McKeown; reimbursement for Weavo fencing & concrete (replaces #627) £113.73 (+ £22.75 VAT)
  6. SSDC; for traffic cones x 2, reflective sleeves & clothing, (min. 1731.2) £48.73 (+ £9.75 VAT)
  7. South-West Ambulance Service; defibrillator 4-year rental £1,800.00 (+ £360.00 VAT)
- Update re VAT Reclaim (£1,258.25)
- Beercrocombe Council repayment of newsletter printing costs for 2018/2019; deficient by £7.92
- Second set of breathable hi-vis trousers for parish volunteers (from CRiSP grant residue) £24.85 + VAT

**9. Annual Return for 2019 (AGAR)**

- Internal Audit for 2019; Steve Altria's timing of Audit to be ascertained.
- Definition of documentation requirements for Internal Audit
- Declaration of Exemption from Limited Review & approval of section 1, Annual Governance Statement.

**10. Procedural Matters**

- Review & approval of updated Register of Assets
- Review & approval of updated Risk Methodology

**11. Items of report from members**

**Next meeting, the Annual Meeting of the Parish Council - Monday May 13<sup>th</sup> 2019 in the Village Hall at 7.30pm**