

Cannington Parish Council

You are summoned to the Annual Council meeting of Cannington Parish Council at
**7.00pm** on **Tuesday 13th May 2025** in **Cannington Village Hall**

The public session will commence after Item Three on the Agenda and continue for a maximum of 30 minutes. Members of the public are invited to remain and observe the proceedings of the Council Meeting proper.

**AGENDA**

**Council Session**

**01/05/25 Declaration of Members Interests**

**02/05/25 Election of Chairman and signing of Office** for the forthcoming year

**03/05/25 Election of Vice Chairman** for the forthcoming year

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**Public Session** *(In accordance with our Standing Orders members of the public are entitled to speak in respect of the business on the agenda and shall not speak for more than 3 minutes, a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate)*

**Council Session**

**04/05/25 Apologies for Absence**

**05/05/25** **Minutes of Meeting held on 8th April 2025**

**06/05/25 Matters Arising** not covered by separate agenda item

**07/05/25 Posts of Responsibilities**

 **Current responsibilities**

Allotments – Clerk, Shaun Ryall and Mike Andison

 Brook – Ian Dyer

 Bus User Group - Jack Popham

Cannington in Bloom – Clerk and Steve Pettitt
 Cemetery – Clerk, Ian Dyer and Mike Andison

 College – Ian Dyer

Defibrillator – Carole Taylor

 EDF – *Community Forum* – Steve Pettitt and Shaun Ryall

 EDF – *Transport Forum* – John Addison

Hinkley Point SSG – Colin Allen

 Footpaths and Highways – Clerk, John Addison (highways), Graham Bell and Shaun Ryall (footpaths)

 Jubilee Gardens *–* John Addison

 Local Community Network (LCN) – Ian Dyer

 Playing Field/Amenities – Jack Popham, Mike Andison and Colin Allen

 Speed Indicator – John Addison and Shaun Ryall

 Village Hall – Mike Andison

**08/05/25 Committee and Advisory Group membership**

 **Current membership**

 Disciplinary – Steve Pettitt, Mike Andison and John Addison

 Emergency planning including flooding – Colin Allen, David Greenslade, Mike Phillips and Ian Dyer

 Finance and Staffing Committee – Ian Dyer, John Addison, Carole Taylor and Jack Popham

 Grievance – David Greenslade, Shaun Ryall and Michael Featherstone

 Planning – Steve Pettitt, Carole Taylor and Michael Featherstone

 Alms Houses – Colin Allen, Michael Featherstone, Carole Taylor, Steve Pettitt and Mike Andison

**09/05/25 Review of risk register**

**10/05/25 Review of Procedures**

* Standing Orders
* Financial Regulations
* Code of Conduct

**11/05/25 Planning matters**

**New planning**

1. **13/25/0010**-Lead repairs, replacement to Clifford Hall roof and lantern cupola roof repairs, replacement and extension at Cannington Court, Church Street, Cannington.
2. **13/25/00011-**Resurfacing hardcore car park with tarmac.

**Planning decided**

1. **13/2500007-** Demolition of existing single storey side extension and erection of 1no. 3 bed detached self-build dwelling including parking, access, landscaping and associated works. **Permission Granted**

**12/05/25 Reports (as applicable)**

1. Highways and Parking Issues
* Fly Parking
1. Speed Indicator Device
2. Defibrillator
3. Village Maintenance
4. NHP
5. Henry Roger Almshouse
6. Otters Brook
7. Play area

**13/05/25 Capital/CIM fund projects**

1. Footbridge between Otters Brook and the play area
2. Northbrook Garages
3. Rodway Car Park

**14/05/25 Financial Matters**

1. **The Payments** - The following transactions to be approved for payment

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Payee**  | **Description of cheque** | **Cheque**  | **Amount** |
| **Additional payments made since the last meeting: -** |
| Cannington Village Hall | Hire of Parish Community Room (£230.00) and Council monthly meeting (£20.00) May 2025 | S/O | **£250.00** |
| Heart Internet | Exchange mailbox May 2025 | DD | **£12.00** |
| BT | Phone & broadband services (May) | DD | **£71.11** |
| Loyds Bank | Bank charges  | DD | **£4.25** |
| HMRC | Employers PAYE and National insurance  | Tfer | **£245.13** |
| Carol Taylor | Planter for Cannington in Bloom  | Tfer | **£362.40** |
| Avalon Landscapes  | Grounds maintenance for (March) | Tfer | **£870.00** |
| Aly Prowse | Clerk’s salary (April) | Tfer | **£469.51** |
| Tina Gardener | Clerk’s salary (April) | Tfer | **£908.42** |
| Rebecca Gaylor  | Clerk’s salary (April) | Tfer | **£1,321.87** |
| Blackmoore Farm | Bread rolls for VE Day | Tfer | **£140.80** |
| EDF | Electricity for Pavilion Playing Fields (January-March) | Tfer | **£1,058.54** |
| RT Signs | Pump track Signs  | Tfer | **£100.39** |
| Shaun Ryalls  | Allotments number posts and USB for SID | Tfer | **£25.64** |
| Rainbow plants Ltd | Plants  | Tfer | **£526.02** |
| Currypool Mill Caravan | Can of Gas for VE Day | Tfer | **£30.00** |
| Tina Carter | Posters and Postcards for VE Day  | Tfer | **£72.98** |
| **The following payments are due:** |  |  |  |
| EDF |

|  |
| --- |
| Electricity for Pavilion Playing Fields (01 April-30-April) |

 | Tfer | **£100.39** |
| SALC | Councillor training course  | Tfer | **£30.00** |
| David Howe  | Watering of tubs and barrier baskets.  | Tfer | **£170.00** |
| Greenslades  | Grounds maintenance for the village and Rodway playing fields. | Tfer | **£1,988.88** |
| Rebecca Gaylor  | Batteries for Defibrillator and folders for Alms House documents. | Tfer | **£13.19** |
| Tina Gardener | VE Day flag and office stationery. | Tfer | **£58.71** |
| Burnham Toilet Hire  | Portaloo for playing fields (April) | Tfer | **£116.16** |
| Avalon Landscapes | Grounds maintenance for (April) | Tfer | **£720.00** |
| DM Payroll Services Ltd | Administration of payroll for 2025/26 | Tfer | **£216.00** |
| SALC | Councillor training course | Tfer | **£120.00** |

1. **To agree accounts for April 2025**
2. **Review of Insurance provision**

**15/05/25 Annual Audit Return**

1. Internal audit
2. Section 1 -Annual Governance Statement for 2024/25
3. Section 2 -Accounting Statements for 2024/25

**16/05/25 Correspondence and matters to discuss**

1. VE Day event`
2. Emergency Plan
3. Staffing committee training

**17/05/25 Posts of Responsibility –** reports where applicable

1. Allotments –Clerk
2. Brook – Cllr Ian Dyer
3. Bus Partnership – Cllr Jack Popham
4. Cannington in Bloom – Clerk and Cllr Steve Pettitt
5. Cemetery – Clerk and Cllrs Ian Dyer and Mike Andison
6. College – Chairman Ian Dyer.
* Annual meeting to be arranged.
1. Jubilee Gardens– Cllr John Addison
2. Playing fields/amenities – Cllrs Jack Popham and Mike Andison
* Pump track official opening
1. Village Hall – Cllr Mike Andison

**18/05/25 Matters of Report**

1. EDF Community Forum to be held on 15th May 2025
2. Dowsborough LCN AGM 18th June 2025

**19/05/24 Items for the next meeting**

**20/05/24 Date and Time of next meeting**

The next Parish Council meeting will be held at 7.00pm on Tuesday 10th June 2025

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*Rebecca Gaylor* *Clerk to the Parish Council – 8th May 2025*