

# Shillingford Annual Parish Council Meeting

You are hereby summoned under the Local Government Act 1972 Sch.12s.10 to attend the Annual meeting of Shillingford Parish Council for the purpose of transacting the following business.

Agenda for the Annual Meeting of Shillingford Parish Council to be held at the Village Hall on Tuesday 18<sup>th</sup> May 2021 at 7:30pm

## Agenda

- 030/21 Election of Chairman and signing of Declaration of Acceptance of Office**
- 031/21 Election of Vice-Chairman and signing of Declaration of Acceptance of Office**
- 032/21 Welcome and Apologies for absence**
- 033/21 Declarations of Interest from Members / Dispensations**
- 034/21 Open Forum – For public views on items on this agenda**
- 035/21 Minutes of the Previous Meeting**  
Minutes of the meeting held on Tuesday 13<sup>th</sup> April 2021 to be agreed and signed
- 036/21 Review Councillor Responsibilities**  
Planning  
Highways, Footpaths & Environment  
Snow Warden  
Attendance and Reporting on TALC Meetings  
Overview of Finances
- 037/21 Review & Revise Governance Documents**  
Standing Orders  
Code of Conduct  
Statement of Internal Control  
Financial Regulations  
Publication Scheme  
Document Retention Policy  
Filming and Recording of Council meetings  
Complaints Policy  
Risk Register  
Review and Agreement of Asset Register  
Internet Banking Policy  
Scheme of Delegation
- 038/21 Police, County & District Councillors Annual Reports**
- 039/21 Village Hall Annual Report**
- 040/21 Matters Arising**

- 041/21 Parish Matters**  
**041.1** Update on the Shillingford Abbot internet proposal – Cllr Carr  
**041.2** To discuss and agree to proceed with vehicle speed signs – Chair  
**041.3** Problems with the Planning Dept at Teignbridge District Council – Chair  
**041.4** To discuss plans for celebrating the Queen’s Platinum Jubilee - Chair
- 042/21 Planning**  
**042.1 To discuss Planning Applications**  
 21/00953/FUL – Glebe Farm House, Shillingford St George  
 Installation of a free standing solar panel unit.
- 21/00792/LBC – West Pengellys, Barton Lane, Shillingford Abbot  
 Works to garden wall including repointing the external face and repointing internal face using the original stone.
- 042.2 Planning Enforcement:**  
 20/00220/ENF – Exeter Outdoors School, Shillingford St George
- 043/21 Audit 2020/21**  
**043.1** To note the Internal Auditor’s Annual Report  
**043.2** To agree, approve and sign the Annual Governance Statement  
**043.3** To agree, approve and sign the Annual Accounting Statement
- 044/21 Finance Update & Expenditure for Approval**  
**044.1** Balance of Account as at 30<sup>th</sup> April 2021  
**044.2** To request approval and signature of the Monthly Bank Reconciliation for April 2021  
**044.3** To request approval for BACS payments:
- |         |                           |                  |
|---------|---------------------------|------------------|
| £120.00 | Community Heartbeat Trust | Yagi Booster     |
| £69.60  | T P Jones & Co            | Payroll Services |
- 045/21 Clerk’s Correspondence** – Late correspondence not covered above
- 046/21 Public Discussion** – To comment on anything discussed at the meeting or to request agenda items for the next meeting.
- 047/21 Chairman’s Remarks**
- 048/21 Date of Next Meeting** – Tuesday 8<sup>th</sup> June 2021