

# **WEST HUNTSPILL PARISH COUNCIL**

## **Annual Meeting of the Parish Council (AGM)**

**To be held on Tuesday 12th May 2026 at 7.00 pm**  
at Balliol Hall, Church Road, West Huntspill

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### **AGENDA**

The meeting will open with a public participation session of up to 30 minutes duration, should any member of the public wish to speak.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and disability), Crime and Disorder, Health and Safety, Biodiversity and Human Rights.

#### **1. Election of Chairman for 2026/27**

- To elect the Chairman of West Huntspill Parish Council for the municipal year 2026/27.
- The newly elected Chairman is to sign the Declaration of Acceptance of Office.

#### **2. Election of Vice Chairman for 2026/27**

- To elect the Vice Chairman for the municipal year 2026/27.

#### **3. Apologies for Absence**

- To receive and approve apologies for absence.

#### **4. Declarations of Interest and Dispensations**

- To receive declarations of interest from members.
- To consider any requests for dispensations.

#### **5. Approval of Minutes and Clerk's Report**

- To approve the minutes of the Parish Council meeting held on 13th April 2026.
- To receive and approve the Clerk's Report.

## **6. Matters Arising from the Minutes**

- To consider matters arising not covered elsewhere on the agenda.

## **7. Appointment of Representatives to Outside Bodies and Working Groups**

- To appoint councillor representatives to outside bodies and working groups for 2026/27.

## **8. Review of Standing Orders, Financial Regulations and Council Policies**

- To review and adopt Standing Orders.
- To review and adopt Financial Regulations.
- To review and adopt the following Council policies:
  - Code of Conduct
  - Complaints Policy
  - GDPR and Data Protection Policies
  - Media and Communications Policy
  - Risk Assessment and Internal Controls
  - Asset Register

## **9. Review of Insurance Cover**

- To review the Council's insurance arrangements for 2026/27.

## **10. Review of Bank Signatories and Banking Arrangements**

- To confirm authorised bank signatories and banking arrangements.

## **11. Fixing of Meeting Dates for 2026/27**

- To agree the dates and times of Parish Council meetings for the municipal year 2026/27.

## **12. Public Participation (at the Chairman's discretion)**

- To allow members of the public to make comments or raise issues.

## **PARISH COUNCIL BUSINESS**

### **13. Report from Somerset Councillors**

### **14. Planning**

- To consider planning applications and planning matters.
- Brue Farm Development updates.
- New Road Development updates.

### **15. War Memorial Ground and Cricket Club**

- Water leak update.
- Railway track.
- Pavilion matters and maintenance.

### **16. Ilex Park**

### **17. Allotments**

- Lease agreements – updated versions.

### **18. Common, Trees, Footpaths and Green Areas**

- Tree works.
- 100 Ringstone.
- Dead tree at Ilex.

## **19. Village Plan and Neighbourhood Plan**

## **20. Highways and Local Community Network (LCN)**

## **21. Parish Projects**

- Clean September Sweep 2026.
- Art Trail.
- Community projects and events.
- Christmas event.

## **22. Community Infrastructure Levy (CIL) – 5 Year Spending Plan**

- New map for the Common – Spring 2026.
- A Frame signage.
- Future CIL projects.
- Fitness equipment – War Memorial Playing Field.

## **23. Updates on Issues and Developments in:**

- Alstone
- Main Road
- Church Road
- Withy Road / Ringstone

## **24. Finance**

- To approve payments.
- To note receipts.
- To approve the bank reconciliation and financial statements.
- To receive the end-of-year accounts and Annual Governance and Accountability Return (AGAR) update.

## **25. Correspondence**

- To note correspondence received.

## **26. Matters Raised by Councillors / Items for Future Agenda**

- To note matters raised by councillors and agree items for inclusion on future agendas.

## **27. Date and Time of Next Meeting**

- Monday 8th June 2026 at 7.00 pm at Balliol Hall.

Prepared by:

**Mrs Alex Harris**

Clerk and Responsible Financial Officer  
West Huntspill Parish Council