

Notice of the Annual Parish Council Meeting – 19th May 2026 at 7.30pm in the Edwin Beckett Room, Moorland Hall, Wheddon Cross

To all Members of Cutcombe Parish Council, you are hereby summoned to attend the above meeting, to resolve on the business as outlined below.

**All Council Meetings are open to members of the public and the press.
All Council Meetings will be audio recorded.**

AGENDA

Public Question Time.

The meeting will include a 15-minute public forum during which members of the public may ask questions or make short statements to the Council. Members of the public should note that decisions not on the agenda are unable to be resolved by the council but can be raised to be added to the next agenda.

- 26/45 To elect the Chair for 2026/27. Nominations properly proposed and seconded and endorsed by the candidate(s) are invited for the office of chair. The 2025/26 chair Cllr E. Norman will preside over this agenda item.
- 26/46 To receive the signed Declaration of Office from the Chair.
- 26/47 To receive apologies for absence.
- 26/48 To receive declarations of Interest.
- 26/49 To resolve whether to elect a Vice Chair for 2026/27. Nominations properly proposed and seconded and endorsed by the candidate(s) are invited for the office of Vice Chair.
- 26/50 To approve the minutes of the Ordinary Parish Council Meeting of the 21st of April 2026.
- 26/51 To receive reports from Somerset Councillors.
- 26/52 To consider Highways and Transport matters.
- 26/53 Update on a Commemoration Service at the site of the donated tree and bench.
- 26/54 Update on Moorland Hall & Recreation Ground.
- 26/55 To consider any Planning matters.
- 26/56 To receive, review and adopt the Code of Conduct and guidance on openness and transparency on personal interests.
- 26/57 To review and adopt the Noticeboard Policy and elect a councilor to update the Noticeboards.
- 26/58 To review and adopt the committee's Terms of Reference.
- 26/59 To review delegation arrangements to committees, working groups and portfolio roles:
 - i) Finance & Risk Working Group: Three councilors, one reserve councilor plus Clerk/RFO
 - ii) Snowdrop Valley Committee: Committee Chair, at least one other councilor plus Clerk/RFO.
 - iii) Portfolios – Highways.
 - iv) Representation – Moorland Hall Committee.

Other committees to be established on an ad-hoc basis.

- 26/60 To resolve renewing the Clerk's membership of the Society of Local Council Clerks at a cost of £158 for the year.

- 26/61 To receive, review and adopt the Asset Register.
- 26/62 To receive and review the Insurance Policy Renewal which is due to renew on the 1st of June 2026.
- 26/63 Finance:
 - i) To receive the amended Q4 Budget Outturn 2025/26.
 - ii) To receive and approve the schedule of payments and note receipts.
- 26/64 To agree the dates of the ordinary council meetings for 2026/27. Meetings are proposed for the third Tuesday of each month excepting January and August at 7.30pm in the Edwin Beckett Room, Moorland Hall.
- 26/65 To note the correspondence which Councillors have received in the correspondence report.
- 26/66 Items for consideration on the next agenda.

Signed: Elizabeth Stitt, Parish Clerk



Dated: 12th of May 2026