

MELLS PARISH COUNCIL
Mells-pc.gov.uk

5 MAY 2026

**I hereby give notice of the Mells Parish Council
ANNUAL PARISH MEETING
to be held on Tuesday 12 May 2026 at 7.00pm in the Barn**

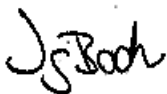
AGENDA

01.05.26APM	Apologies for absence
02.05.26APM	Minutes of last Annual Parish Meeting held on 12 May 2026
03.05.26APM	Report from Somerset Councillor
04.05.26APM	Report from Chairman of Barn Committee
05.05.26APM	Recreation Ground Report
06.05.26APM	Chairman's report on current year's activities
07.05.26APM	Parish discussion forum

**I hereby give notice of the Mells Parish Council
ANNUAL PARISH COUNCIL MEETING
to be held on Tuesday 12 May 2026 following the Annual Parish Meeting
in the Barn**

AGENDA

01.05.26APCM	Election of Chair
02.05.26APCM	Election of Vice Chair
03.05.26APCM	Signing of Declaration of Acceptance of Office forms
04.04.26APCM	Approval of annual accounts for 2025/2026
05.05.26APCM	Review of representation to external bodies Police representative, Quarry Liaison Committees representative, Footpaths (Mells) Footpaths (Vobster), Planning officer, Responsible Financial Officer



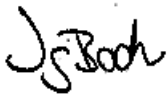
Joy Book, Parish Clerk

Parish Clerk: Joy Book, Cloud End, 22 Audley Avenue, Torquay TQ2 7PD
Mobile : 07704 584953 Email: clerk@mells-pc.gov.uk

MELLS PARISH COUNCIL
Mells-pc.gov.uk

5 MAY 2026

I hereby give notice that a meeting of Mells Parish Council will be held on **TUESDAY 12 MAY 2026 at 7.15pm** in The Barn.



Joy Book - Parish Clerk and Responsible Financial Officer

A G E N D A

- 01.05.26 **PRESENT**
- 02.05.26 **APOLOGIES FOR ABSENCE**
- 03.05.26 **DECLARATIONS OF INTEREST**
- 04.05.26 **PUBLIC PARTICIPATION**
- 05.05.26 **APPROVAL OF THE PREVIOUS MONTHLY MEETING MINUTES HELD ON 14 APRIL 2026**
- 06.05.26 **REPORT FROM SOMERSET COUNCIL COUNCILLOR**
- 07.05.26 **ASSERTION 10**
i. **IT & Email policy**
ii. **Data map**
iii. **GDPR policies**
- 08.05.26 **MATTERS ARISING**
i. **CPR/Defibrillator training**
ii. **White bridge handrail**
iii. **Purchase of Highways land:**
iv. **Footpath by Alms House and grass cutting:**
v. **Public Space Protection Order:**
- 09.05.26 **HIGHWAY & FOOTPATH ISSUES**
i. **Speeding vehicles, Vobster – procedure required to implement new speed limit**

10.05.26 PLANNING AND ASSOCIATED MATTERS

i. New Applications:

2026/0660/HSE & 2026/0661/LBC: Proposed raising of chimney stack for fire safety reasons – Honeysuckle Cottage

2026/0720/HSE: Erection of single storey extension – 25 Longfield

2026/0846/HSE: Change of material of windows and doors from timber to aluminium – Ems Cottage, Top Lane

ii. Planning decisions:

iii. Other planning matters:

NB: The Council reserves the right to consider planning applications not listed on this agenda that may have been received by the Council after the agenda was issued.

11.05.26 CORRESPONDENCE

i. Dorset & Somerset Air Ambulance – Thanks for donation

12.05.26 ACCOUNTS AND OTHER FINANCIAL MATTERS

i. Payment of Accounts for May

Clerk's Salary & expenses (April)	£334.88
HMRC PAYE (Period 2)	£80.40
Grist Environmental (P310686) bin emptying – Rec Ground	£84.62
Easy website monthly fees (hosting & support) (1815)	£36.96
Cloud Payroll	£6.00
Lloyds bank monthly fee (481837234)	£4.25
Shaun Robinson – dog/litter bin emptying (Inv 9)	£169.00
ICO Data protection – annual fee	£47.00
Insurance – annual premium (quotes being sought – to be decided at meeting. Renewal date - 1 June 2026)	

ii. Receipts:

iii. Annual Governance Part 2 Exemption Certificate 2025/2026 – approval and signing

iv. Approval and signing of Section 1 Annual Governance Statement 2025/2026 – approval and signing

v. Approval and signing of Section 2 Accounting Statements for 2025/2026

13.05.26 ITEMS TO REPORT / ITEMS FOR NEXT AGENDA

14.05.26 DATE OF NEXT MEETING:

Tuesday 9 JUNE 2026 at 7.15pm in the Barn.