



# SEAVINGTON PARISH COUNCIL

Clerk to the Parish **Sue Doble**  
E-Mail: [clerk@seavingtonparishcouncil.org.uk](mailto:clerk@seavingtonparishcouncil.org.uk)

The Annual Parish Council Meeting to be held at  
Seavington Millennium Hall  
Tuesday 20<sup>th</sup> May 2025 @ 6.30pm

## AGENDA

Acceptance of Office

Election of Chairman

Election of Vice Chairman

Review and adoption of appropriate standing orders and financial regulations;

Confirmation of arrangements for insurance cover in respect of all insurable risks;

Review of the Council's complaints procedure;

Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);

Allocated Responsibilities

1. Planning Application Monitoring Officer
2. Responsible Financial Officer - Clerk
3. Footpaths Officer
4. Ranger Scheme Co-Ordinator
5. Highways Officer
6. Seavington Playing Fields Association (incorporating Playing Fields & Millennium Hall)
7. Community Shop Liaison
8. Seavington News Liaison
9. Facebook Officer
10. Seavington Millennium Hall Fire Alarm Officer

Dates for Annual Parish Meeting and Annual Parish Council Meeting in 2026

Annual Parish Meeting	16 <sup>th</sup> March 2026
Annual Parish Council Meeting	18 <sup>th</sup> May 2026