

Agenda for the Meeting of Creech St Michael Parish Council
to be held at Creech St Michael Village Hall on
Monday 06 November 2023 at 7.00pm

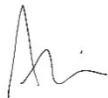
Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose. Although not a requirement to do so, prior notification to the Clerk and RFO by noon the previous Friday would enable a full response when appropriate to be given.

Members of the public will be able to participate informally from 7.00pm to allow discussion/comment of agenda items. Those wishing to address the Council during the meeting must make the Chair aware of their intention before the meeting starts. Members of the public wishing to record the meeting are asked to notify the Chair of their intentions so that the appropriate arrangements can be made.

To all members of **Creech St Michael Parish Council**.

You are summoned to attend the Meeting of Creech St Michael Parish Council to be held in the Cartwright room of Creech St Michael Village Hall, on 06 November 2023 at 7.00pm when the following business will be transacted.

Yours faithfully



Andrew Williams

Clerk and RFO

AGENDA

- 1. Chair's Welcome**
- 2. Community Question Time**

This provides an opportunity for members of the community (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting the Parish of Creech St Michael. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration at another time.

- 3. To Receive Somerset Council Councillor's Reports.**

Any Somerset Council Councillors who are present, are invited to give short oral or written report on matters affecting the Parish. Members of the public, as well as members of the Council, may ask questions or make comments on matters raised.

4. Apologies for absence.

4.1. To Receive any apologies for absence.

4.2. To approve any apologies for absence. **[M]**

5. Declarations of Interests.

5.1. Declarations of Individual Members.

5.2. Dispensation Requests.

6. To Review the minutes of the meeting held on the 02 October 2023. [P] [M]

7. Review and Monitor the Actions Outstanding from Past Meetings – from the minutes of 02 October 2023 and any outstanding actions from past meetings. **[P] [CLERK]**

Items for Decision

8. Planning Applications

14/23/0032 [L]

Erection of a machinery storage building in paddock of Dillons, North End, Creech St Michael. **[M]**

14/23/0034 [L]

Replacement and enlargement of dormer windows at 4 The Glebe, Vicarage Lane, Creech St Michael. **[M]**

14/23/0035 [L]

Erection of 2 No. dwellings with attached garages and associated works on land to the side of Langaller Manor, Langaller Lane, Creech St Michael. **[M]**

14/23/0036 [L]

Variation of Condition No. 02 (approved plans) of application 14/21/0045 for the conversion of roof space above garage into a guest bedroom to include 2 No. dormer windows and minor alterations to the fenestration to elevations Plots 1 and 2 at Langaller Manor House, Langaller Lane, Creech St Michael. **[M]**

14/23/0037 [L]

Change of use of agricultural field to secure dog walking and exercise field on land north of North End, Creech St Michael. **[M]**

14/23/0038 [L]

Erection of oak framed outbuilding for use as home office, gym, storage and carer accommodation at Salters Bungalow, Charlton Road, Creech St Michael. **[M]**

14/23/002 [L]

Notification of Appeal APP/W3330/W/23/3329488.

Decision to request Rule 6(6) Status. [M]

14/22/0051 [L]

Installation and operation of solar farm together with associated works, equipment and infrastructure on land at Ham Farm, Creech St Michael.

Decision on submitting an additional response to the amended application. [M]

9. **Hyde Lane** – to seek approval to appoint a contractor to manage the overgrown vegetation affecting the lane between Hyde Lane and Leighton Drive, Creech St Michael. [P] [M] [CLERK]
10. **PiP Speed Crafting Event** – to consider and approve the risk assessment for the Speed Crafting event and approve an income and expenditure budget. [P] [M] [CG]
11. **Christmas Fayre Risk Assessment** – to consider and approve the risk assessment for the Christmas Fayre. [P] [M] [AP/CLERK]
12. **Performance Appraisal Policy & Procedure** – to review and approve the proposed Performance Appraisal Policy & Procedure, previously approved by the Staffing Committee. [P] [M] [ND/CLERK]
13. **Annual Leave Policy** – to review and approve the proposed Annual Leave Policy, previously approved by the Staffing Committee. [P] [M] [ND/CLERK]
14. **Post Office Services** – to consider a request to make representation to the Post Office to take steps to improve the opening hours of the Post Office Counter in Creech St Michael. [P] [M] [CLERK]
15. **Community of Parishes Meeting** – to nominate a representative to attend the Community of Parishes (A358) meeting to be held on the 13 November 2023. [M]
16. **Community Review** – to approve a submission of an expression of interest in bidding for funds to undertake a community review in 2024. [P] [M] [CLERK]
17. **Citizens Advice Somerset Grant Donation** – to approve a proposal to grant funds of £320.00 to Citizens Advice Somerset. [P] [M] [CLERK]
18. **Financial Transactions Report** – to review and approve the Financial Transaction Report for the period between 23.09.2023 and 27.10.2023. [P] [M] [CLERK]

Items for Discussion

19. **Outcome of Standards Investigation** – notification from Monitoring Officer of the conclusion of an investigation following a complaint by a member of the public.

Updates from Committees, Panels and Working Groups

20. Finance Committee [DG]
 - 20.1. Income & Expenditure to date. [DG]

21. Staffing Committee **[ND]**
22. Planning Committee **[DP]**
 - 22.1.Meeting with Developer & Planning Officer 8 November 2023.
 - 22.2.Feedback from the Meeting with Rebecca Pow MP.
23. Recreation Park Committee
 - 23.1.Proposal to dissolve the Recreation Park Committee.
24. Traffic Panel **[CC]**
 - 24.1. Speed Indicator Device data. **[P]** **[CLERK]**
25. Canal Panel **[ND]**
 - 25.1. Feedback from the recent meeting with the Canal & Rivers Trust. **[CC]**
26. Party in the Park Working Group **[AB]**
27. Events **[AP]**
 - 27.1. Tug of War
28. Newsletter **[AP]**

Other Matters

29. **Correspondence**
 - 29.1. To consider any correspondence received that Councillors wish to raise that has already been circulated. **[CLLRS.]**
 - 29.2. To note items of correspondence received by the Clerk and RFO deemed appropriate to be brought to the attention of the Parish council. **[P]** **[CLERK]**
 - 29.2.1. Email from Fiona Roberts – Coombe Road Sign
 - 29.2.2. Email from Ben Girling – Street lighting in Curvalion Road, Creech St Michael.
30. **New Matters to be Carried Forward**

Councillors may raise an item for consideration by the Chair.

[M] Vote Required [P] Paper Included [O] Link to Online Material

Exclusion of the Press and Public for any discussion regarding exempt information

The Press and Public will be excluded from the meeting when a report or appendix on this agenda has been classed as confidential, or if the Parish Council wish to receive confidential legal advice at the meeting. If the Parish Council wish to discuss information in Closed Session, then the Parish Council will be asked to agree the following resolution to exclude the press and public:
Exclusion of the Press and Public

To consider passing a resolution having been duly proposed and seconded under Schedule 12A of the Local Government Act 1972 to exclude the press and public from the meeting, on the basis that if they were present during the business to be transacted there would be a likelihood

of disclosure of exempt information, within the meaning of Schedule 12A to the Local Government Act 1972:

Reason: Para 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information). (Or for any other reason as stated in the agenda or at the meeting)

Recording of Meetings

Please note that meetings may be recorded by Creech St Michael Parish Council. You should be aware that the Parish Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Parish Council's policy. Therefore, unless you are advised otherwise, by attending the Council Meeting and/or speaking during Public Question Time you are consenting to being recorded and to the possible use of the sound or video recording for access via the website or for training purposes. If you have any queries regarding this, please contact the Clerk and RFO.

This meeting will be broadcast live via an internet streaming service to allow for wider public participation in the event. By attending the Council Meeting and/or speaking during Public Question Time you are consenting to being broadcast via the Zoom platform. If you have any queries regarding this, please contact the Clerk and RFO.

Andrew Williams, CSM PC, Clerk and RFO, 07708680797, Email clerk@creechstmichael.net

The next Parish Council Meeting is Monday 4 December 2023.