

CREECH ST MICHAEL PARISH COUNCIL

Agenda for the Meeting of the Parish for Creech St Michael Parish Council to be held at Creech St Michael Village Hall on **Monday 6th March 2023 at 7:00pm**

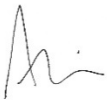
Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. 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 a meeting of Creech St Michael Parish Council to be held in the Cartwright room of Creech St Michael Village Hall, on Monday 6th March 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 County and District Councillors' Reports**

Any County & District 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. To receive and agree any apologies for non attendance**
- 5. Declarations of Interests**
 - 5.1. Declarations of Individual Members**
 - 5.2. Dispensation Request**

6. Parish Council Vacancies

There are currently a number of vacancies for the role of Parish Councillor. Anyone interested in becoming a Councillor is asked to contact the Clerk and RFO prior to 6th March 2023 and to attend the March meeting.

- Candidates to introduce themselves to council.
- Councillors to be given the opportunity to ask candidates questions.
- Co-opt the vacant seats. [M]

7. Minutes

7.1. to **Review and Approve** the minutes of the meeting held on 6th February 2023. [P] [M]

7.2. to **Review and Approve** the minutes of the extraordinary meeting held on 16th February 2023. [P] [M]

8. **Review and Monitor the Actions Outstanding from Past Meetings** – from the minutes of 9th January 2023 and any outstanding from past meetings. [P] [CLERK]

9. **Planning Applications** – to consider and make recommendations to be passed to the relevant authority on the following Planning Applications (links to the relevant application are available via the planning reference).

14/23/0012 [O] [V]

Application for Outline Planning with all matters reserved, except for access, for the erection of up to 5 No. dwellings and formation of access on land to the north of Langaller Lane, Creech St Michael.

14/23/0011 [O] [V]

Demolition of entrance, utility and garage/store and erection of a two storey extension to the side of 103 West View, Creech St Michael.

14/23/0008 [O] [V]

Replacement of conservatory with the erection of a two storey extension to the side with various internal alterations at Curvalion Villa, Curvalion Road, Creech St Michael.

14/23/0007 [O] [V]

Application for Outline planning with all matters reserved except for access, layout and scale, for the demolition of farm buildings, renovation and alterations to the listed farmhouse and erection of 33 No. dwellings with associated works on land at Langaller Manor Farmhouse, Creech St Michael.

14/23/0006/LB [O] [V]

Renovation and alterations, to include part demolition and erection of a two storey extension to the rear, to form 1 No. dwelling at Langaller Manor Farmhouse, Creech St Michael.

14/23/0005 [O] [V]

Erection of a single storey extension to the side of Tree Tops, 1 St Michaels Close, Creech St Michael.

Items for Decision

10. **Parish Council Planning Committee Terms of Reference** – to consider and approve the terms of reference for the planning committee. [P] [M]

11. **Parish Council Planning Committee Membership** – to seek nominations for appointment to the planning committee. [P] [M]

12. **Response to Planning Application** – to consider and approve a response to planning application 14/23/0002. [P] [M] [DP]

13. **Rec Park Committee Chair** – to approve the appointment of Sarah Elliott as Chair of the Rec Park Committee. **[M] [CLERK]**
14. **Community Youth Provision** – to consider and approve the proposed Service Level Agreement between the Creech St Michael Parish Council and the Community Youth Project. **[P] [M] [CLERK]**
15. **Internal Audit** – to consider and approve a proposal to reappoint Jill Larcombe, as the Parish Council’s internal auditor. **[P] [M] [CLERK]**
16. **Complaints Policy and Procedure** – to consider and approve the Parish Council Complaints Policy. **[P] [M] [CLERK]**
17. **Anti Bullying and Harassment Policy and Procedure** - to consider and approve the Parish Council Anti Bullying and Harassment Policy and Procedure. **[P] [M] [CLERK]**
18. **Parish Council Website Accessibility Statement** – to consider and approve the Parish Council Website Accessibility Statement. **[P] [M] [CLERK]**
19. **Financial Transactions Report** – to review and approve the Financial Transaction Report for the period between 30.01.2023 and 26.02.2023. **[P] [M] [CLERK]**

Updates from Committees, Panels and Working Groups

20. Staffing Committee
21. Finance Committee **[DG]**
 - 21.1. Expenditure against budget year-to-date **[O]** Follow link for full document **[CLERK]**
[LINK TO DOCUMENT]
22. Newsletter Working Group **[AP]**
23. Coronation Celebrations Group **[AP]**

Other Matters

24. **Correspondence**
 - 24.1. To consider any correspondence received that Councillors wish to raise that has already been circulated. **[CLLRS.]**
 - 24.2. 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]**
25. **New Matters to be Carried Forward**
Councillors may raise an item for consideration by the Chair.
26. **Council to Decide if to Exclude Members of the Public and Press for the Following Item(s) [M]**
 - 26.1. **Appointment of a Candidate to the role of Grounds and Maintenance Operative** – to consider and approve the appointment of a candidate to the role. **[P] [M]**

[M] Vote Required [P] Paper Included [O] Link to Online Material [Initials] Lead Member/Officer

Please note that meetings may be recorded by CSM PC. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the 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 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

Creech St Michael Parish Council meetings are normally held at Creech St Michael Village Hall and start at 7pm on the following dates.

03 April 2023

15 May 2023

05 June 2023