

# 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 **Tuesday 11<sup>th</sup> April 2023 at 7:00pm**

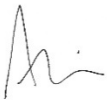
Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. 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 Tuesday 11<sup>th</sup> April 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 11<sup>th</sup> April 2023 and to attend the April 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 6<sup>th</sup> March 2023. [P] [M]

8. **Review and Monitor the Actions Outstanding from Past Meetings** – from the minutes of 6<sup>th</sup> March 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).

### 14/23/0007 [O] [M]

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] [M]

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.

### 14/23/0015 [O] [M]

Erection of valet building, installation of flue and roller shutter door at Big Wood and Partners, Walford Cross, Taunton (retention of part works already undertaken).

## Items for Decision

10. **Parish Council Improvement Fund** – to consider and approve a proposal to set up a Parish Council Improvement Fund. [P] [M] [CLERK]

11. **Parish Council Logo** – to consider and approve a new version of the Parish Council identifying logo. [M] [P] [CLERK]

12. **Canal Signage** – to consider and approve a proposal for the costs of installing signage along the canal footpath. [P] [M] [CC]

13. **Coronation Picnic Risk Assessments** – to consider and approve the risk assessments prepared ahead of the Coronation Picnic to be held on the 6<sup>th</sup> May 2023. [P] [M] [PT]

14. **Annual Parish Meeting** – to consider the agenda for the Annual Parish Meeting to be held on 10<sup>th</sup> May 2023. [P] [M] [CLERK]

15. **Internal Audit Action Plan** – to review and approve the internal audit action plan. [P] [M] [CLERK]

16. **Tools and Equipment** – to approve a maximum spend of up to £2,500.00 on tools and equipment for the role of Grounds and Maintenance Operative. [P] [M] [CLERK]

17. **Financial Regulations** – to review and approve changes to the financial regulations. [P] [M] [CLERK]

18. **Happy to Chat Benches** – produce signage to be attached to any benches in the Parish that state “Sit here if you don’t mind someone stopping to say hello” in an attempt to combat loneliness and community interaction. [P] [M] [AP]

19. **Financial Transactions Report** – to review and approve the Financial Transaction Report for the period between 28.02.2023 and 28.03.2023. [P] [M] [CLERK]

## Updates from Committees, Panels and Working Groups

20. Finance Committee **[DG]**
  - 20.1. Expenditure against budget year-to-date **[O]** Follow link for full document **[CLERK]**  
**[LINK TO DOCUMENT]**
21. Traffic Panel **[CC]**
  - 21.1. Community Speedwatch Group Report.
22. Newsletter Working Group **[AP]**
23. Coronation Celebrations Group **[AP]**
24. Footpaths Report

## Other Matters

25. **Correspondence**
  - 25.1. To consider any correspondence received that Councillors wish to raise that has already been circulated. **[CLLRS.]**
    - Communication between Cllr. Cudlip and a resident on matters relating to drainage.
  - 25.2. 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]**
    - Communications between the Clerk and RFO and a resident on matters relating to council contracting practices and decision-making.
26. **Changes to Planning Processes** – a summary of the changes being introduced to the planning processes following the creation of the new unitary authority. **[CLERK]**
27. **Recreation Park** – report on the incident of Monday 27<sup>th</sup> March 2023. **[CLERK]**
28. **New Matters to be Carried Forward**

Councillors may raise an item for consideration by the Chair.
29. **Council to Decide if to Exclude Members of the Public and Press for the Following Item(s) **[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@qcreechstmichael.net](mailto:clerk@qcreechstmichael.net)

The Annual Parish Meeting will be held on Wednesday 10<sup>th</sup> May 2023. All welcome.