

Agenda for the Meeting of Creech St Michael Parish Council to be held at
Creech St Michael Village Hall on
Monday 2 September 2024 at 7.00pm

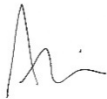
Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. 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 **Monday 2 September 2024 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 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 01 July 2024. [P] [M]

7. Review and Monitor the Actions Outstanding from Past Meetings – from the minutes of 01 July 2024 and any outstanding from past meetings. [P] [CLERK]

Items for Decision

8. Financial Regulations – to review and approve the updated version of the Financial Regulations. [P] [M]

9. Recreation Park Pitch – to consider and approve a proposal to create a partnership with Ruishton Rhinos Football Club to improve the use and management of the football pitch. [P] [M]

10. Annual Incremental Pay Award - to approve an award of an increase of one incremental point to the salaries of all Parish Council employees and to approve a proposal to align the review date of salary reviews to April each year, subject to an employee being employed for at least 12 months continuous employment and that annual pay awards are capped within the bands as defined by an individual role's job description. The pay award to be back dated to April 2024. [P] [M] [CLERK]

11. Works to Trees – to consider and approve a quotation to undertake works to trees at the Recreation Park. [P] [M] [CLERK]

12. Summer Event 2025 – to approve the Parish Council's commitment to supporting an event in the summer of 2025. [M] [AP]

13. Letter to the PCC – to approve a letter to be sent to the Police and Crime Commissioner for Somerset regarding road safety in the Village of Creech St Michael. [P] [M]

14. Financial Transactions Report – to review and approve the Financial Transaction Report for the period between 25 June 2024 and 23 August 2024. [P] [M] [CLERK]

15. New Policies

15.1. Whistleblowing Policy - to review and approve the proposed Whistleblowing Policy. [P] [M] [CLERK]

15.2. Training & Development Policy - to review and approve the proposed Training & Development Policy. [P] [M] [CLERK]

Items for Discussion

16. **LCN Highways Working Group** – update & recent announcement on Enhanced Highway Maintenance Pilot. **[P]** **[CLERK]**
17. **LCN Children & Young People Working group** – update. **[CLERK]**
18. **Langaller Park Development** – update on the progress of the planning application following the meeting held on 18 July 2024. **[PLANNING COMMITTEE]**

Updates from Committees, Panels and Working Groups

19. Finance Committee **[DG]**
 - 19.1. Changes to budget allocations. **[P]**
 - 19.2. Income and expenditure report. **[P]**
20. Staffing Committee **[ND]**
21. Planning Committee **[DP]**
22. Traffic Panel **[CC]**
23. Canal Panel **[ND]**
24. Party in the Park Working Group **[AB]**
25. Events
26. Newsletter Working Group **[AP]**
27. Footpaths
 - 27.1. Resignation of volunteer footpaths liaison officer.

Other Matters

28. **Additions to the Parish Council's Risk Register.** **[P]**
29. **LCN Annual Report & Minutes of AGM.** **[P]**
30. **Somerset Council Chairs Community Awards 4th October 2024.**
31. **Correspondence**
 - 31.1. To consider any correspondence received that Councillors wish to raise that has already been circulated. **[CLLRS.]**
 - 31.2. To note items of correspondence received by the Clerk and RFO deemed appropriate to be brought to the attention of the Parish council. **[CLERK]**
 - 31.2.1. Message from a resident regarding on street parking near the Recreation Park. **[P]**
32. **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 14 October 2024.