

## CREECH ST MICHAEL PARISH COUNCIL

**Agenda** for the Meeting of Creech St Michael Parish Council [CSMPC] to be held at Creech St Michael Village Hall on **Monday 6<sup>th</sup> June 2022 at 7:00pm**

Would all Councillors and PC panel/working group members/employees please come to the meeting prepared to have a portrait photograph taken prior to the meeting. These are needed for the new website and for use in a number of publications and will serve to promote your work and the profile of the council.

1.	<b>Chair's welcome</b>
2.	<b>Public Question time</b> - Questions asked by the Public and Press will be noted.
3.	<b>To receive any apologies for absence</b>
4.	<b>Declarations of Interests</b> <b>4.1 Declarations of Individual Members</b> Cllr. Davidson - confirmed a conflict of interest - pecuniary interest in the Canal car park. <b>4.2 Dispensation Request</b>
5.	<b>To receive County and District Councillors' Reports</b>
6.	<b>Minutes</b> - to approve the Minutes of the meeting held on 16 <sup>th</sup> May 2022 and those from the extraordinary meeting held on the 25 <sup>th</sup> May 2022.
7.	<b>Last Meeting Action Points</b> - from the minutes of the meeting held on 16 <sup>th</sup> May 2022.
8.	<b>Planning Applications</b> - To consider the following application/s and to agree the Planning Development and Transport's recommendations. [V]

Application Reference	Description
14/22/0023	Erection of 1 No. detached dwelling (Plot 1) with associated works at 1 Highfield Paddocks, on land to the west of Highfield House, Hyde Lane, Creech St Michael (resubmission of 14/21/0026)
14/22/0022	Conversion of barns into 2 No. holiday lets with demolition of agricultural structures and associated works at Charlton Coach House, Charlton Road, Creech Heathfield (resubmission of 14/22/0008)

9.	<b>Finance</b> - To agree the monthly payments in the Financial Transaction Report (circulated in advance of the meeting) – [V]
10.	Receipt of <b>nominations to existing committees.</b> - Volunteer to be the Bus Representative [V] - Proposed for Margaret Gover to be added to the Staffing Committee [V] - Need someone on rec park, breaking tors [V] - Agree Panel/Committee spreadsheet [V]
11.	<b>Committees, Panels and Working Groups</b> - (reports circulated in advance of the meeting) <b>Canal Panel</b> - brief update - ND
12.	<b>Comms and Website working group</b> - brief update - PB
13.	<b>Community Grant Fund Panel</b> - brief update - AP
14.	<b>Rec Park Panel</b>
15.	<b>Staffing Committee</b> - ND
16.	<b>Community Action Plan</b> – AP [V]
17.	<b>Footpaths/Rights of Way</b> - brief update
18.	<b>Notice Boards</b> - To choose from the quotes - AP [V]
19.	<b>VH Surgery</b> - Update and volunteer for April - AP
20.	<b>Audio/Visual equipment for the Cartwright Room</b> – AP [V]
21.	<b>Bin required at Arundells Way by the bench</b> – AP [V]
22.	Arrangements for the review and adoption of appropriate <b>standing orders</b> - AP [V]
23.	<b>Affordable Housing</b> – Email from Kevin Ferriday, Vice-Chair, Nether Stowey Parish Council. Proposed to respond to join and support the forum.
24.	Make arrangements for the review of <b>inventory of land and assets</b> including buildings and office equipment.

	<ul style="list-style-type: none"> <li>- Inventory audit not required at present.</li> <li>- To agree who is going to analyse and action the findings</li> <li>- Date for next inventory check - at least September, add pictures and “what three word” locations (or similar).</li> </ul>
25.	<p><b>Vacancies on the Parish Council</b></p> <ul style="list-style-type: none"> <li>- There are currently vacancies on the council. Anyone interested in becoming a Councillor is asked to contact the Clerk prior to June 6<sup>th</sup> and to attend the June meeting.</li> <li>- Candidates to introduce themselves</li> <li>- Councillors to ask candidates questions</li> <li>- Co-opt the vacant seats [V]</li> </ul>
26.	<p><b>Correspondence</b> - To consider any correspondence received that Cllrs wish to raise that has already been circulated. [no resolutions can be made]</p>
27.	<p><b>New Matters to be carried forward</b></p>
28.	<p>Council to decide <b>if to</b> exclude Public and Press for these items:</p>

[V] = Where a resolution (vote) is expected

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The next Creech St Michael (CSM) Parish Council meetings are on:

Monday 04 July 2022	at 7pm in the CSM Village Hall
Monday 01 August 2022	at 7pm in the CSM Village Hall
Monday 05 September 2022	at 7pm in the CSM Village Hall
Monday 03 October 2022	at 7pm in the CSM Village Hall
Monday 07 November 2022	at 7pm in the CSM Village Hall
Monday 05 December 2022	at 7pm in the CSM Village Hall

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.