



TATWORTH AND FORTON PARISH COUNCIL

Notice of AN ORDINARY MEETING of the Parish Council

PUBLIC PARTICIPATION: Before the meeting there will be a public session to enable the people of Tatworth & Forton to ask questions of and make comments to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an Agenda item for a future meeting. Members of the public are asked to restrict their comments and/or questions to three minutes.

Please note that Social Distancing precautions are currently in place. Members of the public will be required to wear face coverings but may remove them once seated. Please use the hand sanitiser provided and due to Coronavirus restrictions restrictions, the number of members of the public allowed access to the meeting room will be restricted. Therefore, if you wish to attend, please contact the Parish Clerk at clerk@tatworthandfortonparishcouncil.org.uk or 01460 220063.

To **Chairman** :Richard Down **Councillors:** S. Adams, S. Baldwin T. Eggins, A. Goody, Christine Heal, M. Marsh, Les Matthey ,J. MacOmish, E. Peadon, K. Robbins, R. Wardell and the **Clerk** Robin Munday

You are hereby summoned to attend the following:

Meeting of: Tatworth and Forton Parish Council
Time: 7pm
Date: 7th July 2021
Place: Tatworth Memorial Hall, Kents Road, Tatworth.

Reports from County and District Councillors

AGENDA

- 252/21 Apologies for absence:**
Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the Minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.
- 253/21 Approve and Sign as a correct record of the Meetings 26th April 2021 and 6th May 2021.**
- 254/21 Declarations of interest:**
Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or, if he/she has not notified the Monitoring Officer of it.
- 255/21 Review Internal Auditor's Report**
- 256/21 Complete Section 1 of Annual Governance Statement (Agar)**
- 257/21 Approve completed Section 2 of Agar**
- 258/21 Approve submission of Agar with supporting documents to the External Auditor**
- 259/21 Complete Public Notices to be placed on village Notice Boards and Website**
- 260/21 Approve draft Risk Assessment Policy**

(Associated paperwork for these items will be distributed before the meeting).
- 261/21 Zembard Lane Car Park Chard:**
Confirm Parish Council Representatives (Parish Clerk and Councillor Keith Robbins) to partake in the Task & Finishing Group with Chard Town Council.
- 262/21 Invoices for Payment:**
- | | |
|--|----------------------|
| Staff salaries | £1,000.31 |
| South West Council's Associated Membership | £534.00 (Vat £89.00) |

- 263/21** **To resolve to exclude members of the Press and Public**
As the following item is expected to include consideration of exempt information the Council is therefore recommended to resolve that in accord with the Local Government Act 1972 the public be excluded.
- 264/21** **Staffing**
- 265/21** **SID:** Approval for Chapter 8 Training (Certificate to administer Roadside Working)
- 266/21** **Date and Time of Next Meeting:**
14th July 2021 at 7pm.

Robin Munday
Clerk
30th June 2021.

A handwritten signature in black ink that reads "R. Munday". The signature is written in a cursive style with a large initial "R" and a flourish at the end.