



TATWORTH AND FORTON PARISH COUNCIL

Notice of the Annual Meeting of the Parish Council

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

(Public Bodies (Admission to Meetings) Act 1960)

To Chairman G Beattie and Councillors

You are hereby summoned to attend the following meeting:

Meeting of...	Tatworth and Forton Parish Council
Time...	7.00pm
Date...	Thursday 9th May 2019
Place...	Tatworth Memorial Hall, Kents Lane, South Chard TA20 2QW

Councillors will be discussing all the items listed overleaf on the Agenda.

Bruce Poole BA (Hons) FSLCC MMC
Parish Clerk
2nd May 2019

7.00pm (Prior to the start of the meeting)

Questions and comments from members of the public (limited to 15 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Tatworth and Forton. No decision can be taken during this session¹, but the Chairman may decide to refer any matters raised for further consideration.

¹N. B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

Reports from County and District Councillors

The County and District Councillor are invited to give short oral reports on matters affecting Tatworth and Forton.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

Please note that members of the public exercising their right to speak during Public Question Time may be recorded.

A G E N D A

34/19 To elect a Chairman

35/19 To receive a declaration of office from the Chairman

36/19 To elect a Vice Chairman

36/19 To elect members of the following committees:

(the Chairman and Vice Chairman are ex-officio on committees a b & e with full voting rights)

(a) Finance & Personnel Committee – 3 + 2

(b) Amenities Committee – 3 + 2

(c) Hearing Panel *(Chaired by Council Chairman plus three members)*

(d) Appeals Panel *(Chaired by Council Vice Chairman plus three members {separate membership than c})*

(e) Personnel Sub- Committee – 3 +2

37/19 To receive Apologies for Absence and to approve the reasons given. (LGA 1972 s85 (1))

38/19 Declarations of interests

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

39/19 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Thursday 7th March 2019. (LGA 1972 sch 12, para 41(1))

40/19 Matters for report purposes only

41/19 To receive the draft minutes of the Annual Parish Meeting held on Thursday 4th April and to note any matters pertaining to that meeting.

42/19 Chairman's Announcements

43/19 Planning

New Planning Applications

Application No. [18/04021](#) Proposal: Alterations including replacement windows front and back doors and bathroom fittings (retrospective) Manor House Cottage Post Office Lane South Chard TA20 2PL

*Application No. [18/00493](#) Proposal: The erection of 6 new dwellings conversion of existing barns to form 3 dwelling and a holiday let and the carrying out of internal and external alterations and the erection of a two storey side extension to existing farmhouse Manor Farm Two Ash Lane Tatworth TA20 2LZ. **Amended Application – Further Amendments***

Application No. [19/00714](#) Proposal: The erection of a conservatory. 49 Watermead South Chard TA20 2QL

Application No. 19/00841 Proposal: Outline Planning Permission for the erection of 1 No dwelling including change of use agricultural land to form a domestic curtilage. Hurtham Farm Chilson Common Tatworth TA20 2NT – **Subsequent plans received showing amendments**

Planning Application Decisions

Application No. 18/03793 Proposal: Erection of ground floor rear extension. Station Road Chard Junction TA20 4QJ **Application Approved 23/03/19**

Application No. 18/02277/REM Proposal: Demolition of existing outbuilding and erection of 7 No dwelling with associated access parking and landscaping – Reserved matters following approval of 15/02733/OUT **Application Approved 20/04/19**

Application No. 19/00002 Proposal: Formation of vehicular access and parking area. 16 Crossways South Chard TA20 2PP **Application Approved 23/03/19**

Application No. 19/00241 Proposal: The erection of a single storey rear extension. 27 Axeford Meadows Axeford TA20 4QQ. **Application approved 23/03/19**

Application No. 19/00329 Proposal: The erection of a single storey and two storey extensions to dwelling. Laramie Lower Axeford Chard Junction TA20 4QL **Application Approved 23/03/19**

Application No. 19/00652 Proposal: Application to fell No 1 Ash tree included within YDC Tree Preservation Order (Char 1) 1985 3 Dairs Orchard Tatworth TA20 2TA **Application Approved 13/04/19**

44/19

Resolutions

- 1. To consider applications from prospective candidates to fill by co-option two casual vacancies and :** *(Received applications as previously circulated)*
 - (i) To resolve to elect if appropriate two members by way of co-option to the Parish Council and:**
 - (ii) To receive their declarations of interest.**
- 2. To receive a Financial Statement for the year ending 31st March 2019.** *(previously circulated)*
 - (a) To receive the Internal Auditor's Report and note its contents**
 - (b) To approve the Annual Governance Statement (Section 1)**
 - (c) To approve the Accounting Statements (Section 2)**
 - (d) To set the commencement date for the exercise of public rights**
- 3. To review the Parish Council's Corporate Policies** *(Please refer to Parish Council's Web Site)*
- 4. To review the Parish Council's Banking arrangements**
- 5. To review the Parish Council's Asset Register** *(to be deferred to the Finance & Personnel Committee)*
- 6. To review the Parish Council Insurance Policy** *(to be deferred to the Finance & Personnel Committee)*
- 7. To re-appoint the Parish Clerk as the Council's Responsible Financial Officer**
- 8. To re-affirm acceptance of The Audit and Account Regulations 2011 (England) Regulations 2011 (SI 2011 No 817)**

9. To re-adopt the Parish Council's Publication Scheme and confirm the Parish Council's Qualified Persons under Section 36 of The Freedom of Information Act 2000 be the Town Clerk.
10. To confirm the re-appointment of Mrs Bridget Bowen as the Parish Council's Internal Auditor
11. To Resolve that the Council delegates the power to grant dispensations to the Parish Clerk
(The power rests with the relevant authority under section 33(1) of the Localism Act 2011 and the basis is set out under section 33(2)).
12. To resolve to accept the recommendation ensuing from the Parish Clerk's Report on the subject of The General Power of Competence
 - (i) That the Council confirms that it meets the two required criteria for eligibility at the time of this meeting to exercise the General Power of Competence.
 - (ii) That the Council resolves to adopt to use the General Power of Competence.
13. To note the Code of Recommended Practice on Local Authority Publicity (England)
<https://www.gov.uk/government/publications/recommended-code-of-practice-for-local-authority-publicity>
14. To resolve to support a Children's Playday being operated by PlayYouthSouthSomerset under the auspices of South Somerset District Council.
15. To consider what step can be taken to combat anti-social behaviour in the community.
16. To receive the Minutes of the Amenities Committee Meeting held on Thursday 28th March and note the decisions thereto.

45/19 Financial

1. To note the following items of expenditure for the months of April and May 2019

Parish Council

(NB – Paid on the 4th April 2018)

(65)	Eclipse (DD)	Broadband Hosting - Jan	14.60	2.93
(66)	Mr B Poole	Clerk's Salary - March	1155.00	
(67)	B E Powell & Sons	Supplying & installing Fencing	145.00	29.00
(68)	B E Powell & Sons	4 th Qtr payment – Church	480.00	96.00
(69)	B E Powell & Sons	4 th Qtr payment – Footpaths	878.00	175.60
(70)	B E Powell & Sons	Jubilee/Allotment Maintenance	<u>440.00</u>	<u>88.00</u>
			3112.60	391.53
(1)	SALC	Training – Preparing for Audit	60.00	
(2)	A A Pike Construction	Jubilee Field Entrance	4818.22	963.64
(3)	Mrs W Massey	APM Catering	425.00	
(4)	VisionICT	Website Management 19/20	925.00	185.00
(5)	Eclipse	Broadband & Telephone	14.67	2.93
(6)	Mr B Poole	Clerk's Salary – April	1362.22	
(7)	SALC	Affiliation Fee	554.31	150.70

Parish Cemetery

(NB – Paid on the 4th April 2018)

(C6)	B E Powell & Sons	4 th Qtr Payment – Cemetery	<u>1449.50</u>	<u>289.50</u>
------	-------------------	--	----------------	---------------

46/19 Matters for information purposes only

47/19 Correspondence

- | | | |
|-----|--------------------------|--|
| (1) | Somerset Waste | Briefing – April 2019 |
| (2) | SSDC | Playdays publicity |
| (3) | South West Councils | News Bulletin |
| (4) | NALC | A guide to Community Infrastructure Levy (CIL) |
| (5) | Local Councils Update | Issue 228 – May 2019 |
| (6) | Came & Company | Council Matters – Spring 2019 |
| (7) | Clerks & Councils Direct | May 2019 – Issue 123 |

48/19 Date and Time of next meeting :-

Parish Council Meeting - Thursday 6th June 2019 – Memorial Hall at 7.00 pm.

Amenities Committee Meeting – Thursday 20th June 2019 - Brewer Room at 7.00 pm

Finance Committee Meeting – Thursday 15th August 2019 – Brewer Room at 7.00 pm