



TATWORTH AND FORTON PARISH COUNCIL

Notice of Parish Council Meeting

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 S Adams S Beattie J Davison R Digweed R Down A Goody K Marks M Mercer J MacOmish J Payne and E Peadon

You are hereby summoned to attend the following meeting:

Meeting of...	Tatworth and Forton Parish Council
Time...	7.00pm
Date...	Thursday 7th February 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

Bruce Poole BA (Hons) FSLCC MMC
Parish Clerk
31st January 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.

AGENDA

12/19 To receive Apologies for Absence and to approve the reasons given. (LGA 1972 s85 (1))

13/19 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)

14/19 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Thursday 10th January 2019. (LGA 1972 sch 12, para 41(1))

15/19 Matters for report purposes only

207/18.2	Grit Bins
207/18.8	Appointment of a Contractor – Jubilee Field

16/19 Chairman's Announcements

17/19 Planning

New Planning Applications

Application No. [19/00133](#) Proposal: The erection of a detached dwelling with a detached garage. The Old Orchard Tatworth Street Chard.

Application No. [19/00138](#) Proposal: The erection of a detached house. Land adjacent to 14, Glynsmead Tatworth TA20 2TQ.

Planning Application Decisions

18/19 Resolutions

(1) To receive the draft minutes of the Finance & Personnel Committee held on the 24th January 2019 and to note the decisions thereto and to agree the following Policy recommendations: *(Please refer to the Village Web Site on which the draft policies are listed. It would be extremely helpful if I could be advised of any suggested amendments prior to the Parish Council Meeting)*

- (a) To approve the Terms of Reference for the Finance and Personnel Committee.
- (b) To approve the Parish Council Investment Policy.
- (c) To approve the Parish Council Reserves Policy.
- (d) To approve the Parish Clerk's Contract of Employment.
- (e) To approve the following policies.

- (i) Expenses Policy
- (ii) Absence Policy
- (iii) Grievance and Disciplinary Procedures
- (iv) Health & Safety

(1) To resolve to accept the recommendation from the Finance Committee as to the proposed Budget for 2019-20. *(Please refer to the supporting documents circulated with this agenda)*

(2) To resolve to agree a Precept for 2019-20.

19/19 Financial

1. To note the following items of expenditure.

Parish Council

(51)	Eclipse (DD)	Broadband Hosting - Jan	14.60	2.93
(52)	Mr B Poole	Clerk's Salary	1337.00	
		Travel	15.30	

Parish Cemetery

9/19 Matters for information purposes only

(1) To note the attendance by the Parish Clerk at the SLCC Practitioners' Conference to be held at Chesford Grange Kenilworth on Thursday and Friday 14th and 15th February 2019.

10/19 Correspondence

- (1) SSCS Report for the month of December 2018
- (2) Yeovil Shop Mobility Seeking a Grant

11/19 Date and Time of next meeting – Thursday 7th March 2019 commencing at 7.00 pm