

CHARLTON HORETHORNE PARISH COUNCIL

**Parish Council Meeting on Monday 9 April 2018 at 7.30 pm in the Village Hall
to transact the following business:**

1. To receive any apologies.
2. Public Open Session - to consider any matters raised by members of the public. The Chairman will also invite members of the public to contribute during the meeting on appropriate matters.
3. Members' declaration of interests
4. To approve the minutes of the meeting held on 26 February 2018
5. To hear reports from:
 - a. PCSO
 - b. District Councillor
 - c. County Councillor
6. To consider matters arising from the minutes:
 - a. To note the Parish Council's response to the Local Government Boundary Commission's ward boundary review. (MH)
 - b. To note some possible dates for a clean-up event in the Parish and agree any further action to be taken. (AR)
 - c. To hear an update on the recent application for a grant from the Avon and Somerset Road Safety Fund for the purchase of a Speed Indicator Device. (TD)
 - d. To hear an update on work towards the Local Council Award Scheme application. (AR)
7. Council Matters, including implementation of the Community Plan
 - a. To receive reports from members on their areas of responsibilities, specifically in relation to the Community Plan, if any, and to agree timescales for the relevant policies
 - b. To hear an update on progress with organisation of the Annual Parish Meeting on 29 April and to agree action to be taken. (AR)
 - c. To hear feedback on a recent Speed Indicator Device briefing regarding the future of Somerset County Council's scheme. (TD)
 - d. To note that the Parish Environmental Warden has resigned and consider whether and how to find a replacement.
 - e. To consider allowing Ann Reeder and the Clerk or another member to attend an LGA event on behalf of the Parish Council on 'Principle and local councils working in partnership' on 16 May; to consider sharing half of the Clerk's train fare with Henstridge Parish Council, amounting to £29.95.
 - f. To note that a sealed and dated envelope containing all relevant passwords and account access information relating to the Parish Council, has been passed to the Chairperson, in line with Financial Regulation 6.11.
 - g. To consider approving the following new documents:
 - Action Plan
 - Risk Management document
 - Asset Register
 - Training policy (councillors and staff)
 - Appraisal policy
 - Two-way communication policy
 - Complaints procedure
8. Financial Matters
 - a. To approve the cash book and bank reconciliation for the period to 23 February 2018.
 - b. To approve the final quarter budget monitoring sheet for 2017/18.
 - c. To approve the following accounts for payment and two signatories for cheques:-

Charlton Horethorne Millennium Green Trustees	Grant 2018/19	£1000.00
Charlton Horethorne Parish Church	Grant 2018/19	£350.00
Charlton Horethorne Village Hall	Grant 2018/19	£440.00
Stowell Parish Church	Grant 2018/19	£300.00
Charlton Horethorne PCC - Parish Magazine	Grant 2018/19	£ 50.00
Zöe Godden	Salary & expenses March 2018	£173.07
HMRC	Income tax re Z Godden March 2018	£ 24.20
Radio Ninesprings	Grant (from reserves)	£ 50.00
Mark Hughes	Finger post maintenance work	£ 20.00
Charlton Horethorne Village Hall	Hall hire	£ 48.00

- d. To consider signing a letter to Nat West bank requesting the facility to carry out online banking and payments.
- e. SCC – To note that the SID scheme may continue but that Parish Council would be expected to pay £100 per installation; to consider earmarking £400 to enable the continuation of the SID scheme.
- f. Any other financial matters.

9. Correspondence

- a. SSDC – Invitation to comment on the draft Somerset Strategic Housing Framework 2018 – 2022
- b. SCC – To note receipt of the February SID results from Sherborne Road and agree any action to be taken.
- c. SSDC – Invitation to attend either a Councillor (£10) or Clerk (£25) training session regarding the new General Data Protection Regulations; to agree if the Clerk or members can attend.
- d. SSDC – Invitation to attend the Annual Town and Parish Council meeting on Monday 23 April
- e. SALC – Invitation to respond to consultation on Ethical Standards in Local Government; to consider if the Council will respond and to agree member(s) to make a submission on behalf of the Council
- f. SSDC – To note receipt of an Open Space survey that can be completed by any resident of South Somerset.

10. Planning

- a. To report any relevant planning decisions made by SSDC: (TG)
 - i. 18/00675/TPO, Application to carry out tree surgery on 2 Sycamore trees within YDC Tree Preservation Order (CHHO 1) 1981 – Land Os 3623 Orchard Way, Charlton Horethorne, DT9 4PJ – Granted
- b. To note receipt of an email from SSDC informing members of changes to the administration of planning applications and to agree any action to be taken.

11. Items of Report / Future Business

12. Public Open Session - to consider any matters raised by members of the public.

13. Date of Next Meeting: 21 May 2018



Zöe Godden
Parish Clerk