

## **RUISHTON AND THORNFALCON PARISH COUNCIL**

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THE NEXT PARISH COUNCIL MEETING WILL BE HELD ON WEDNESDAY 2<sup>ND</sup> MAY 2018  
AT RUISHTON VILLAGE HALL AT 7.30PM.

*H. Bryant*

Heather Bryant, Clerk to the Council. 25.4.18

### **PARISHIONERS QUESTION TIME (ON GENERAL PARISH MATTERS) AT 7.30PM**

Subject to Standing Orders 1 e and 1f, the time limit is at the Chairman's discretion for this section of the agenda. Questions or comments will be noted or raised at the appropriate time on the agenda or become an agenda item for the next meeting. Persons may speak for not more than 5 minutes cumulative.

### **AGENDA**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime and Disorder, Health & Safety, Bullying & Harassment and Human Rights*

- 1 ELECTION OF CHAIRMAN**  
TO CONSIDER: the election of a Chairman for the forthcoming year
- 2 APOLOGIES FOR ABSENCE**
- 3 ELECTION OF VICE-CHAIRMAN**  
TO CONSIDER: the election of a Vice-Chairman for the forthcoming year
- 4 DECLARATIONS OF INTEREST**
- 5 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> APRIL 2018**  
To consider: the approval of the minutes as a true record.
- 6 PRESENTATION FROM THE NEIGHBOURHOOD PLAN STEERING GROUP**  
NP Visions and Options
- 7 JOINT WORKING WITH CREECH ST MICHAEL PARISH COUNCIL**  
Could include
  - Looking at the effect of any housing development and road infrastructure
  - An agreed ambition to work together regarding flooding. Creech St Michael PC has asked for the road between Creech St Michael and Cheats Road to be raised and it has gone to the Rivers Authority for them to see how it could be funded.
  - Creech St Michael and Ruishton and Thornfalcon PC need to seek to ensure that when the sewage road works are completed the new road is used and not existing roads
- 8 TO APPOINT COUNCILLORS TO SPECIFIC AREAS OF RESPONSIBILITY**

FOOTPATHS	HIGHWAYS
RECREATIONAL FIELD	SAFETY ISSUES
POLICE CONTACT	PRESS
HENLADE	THORNFALCON
RIVERBANK	LOCAL STRUCTURE PLAN
VILLAGE HALL REP	FLOOD COMMITTEE REP
TREE WARDEN	
- 9 TO APPOINT MEMBERS TO SERVE ON A PERSONNEL COMMITTEE**  
To reaffirm that all Members of the Council shall serve on the Personnel Committee
- 10 COUNCIL POLICIES, TERMS OF REFERENCE, RISK ASSESSMENTS**  
**POLICIES**  
STANDING ORDERS – adopted 7.9.26 Min No 16/9/11. Recommend to review in 19/20  
FINANCIAL REGULATIONS – adopted 4.10.17 Min No 17/10/13 Recommend to review in 19/20

PUBLICATION SCHEME (Freedom of Information Act) adopted 4.2.15 Min No 2/15/13 Recommend to review in19/20

EFFECTIVENESS OF INTERNAL AUDIT - adopted 7.2.18 Min No 18/2/16. It is recommended to review each year

CASUAL VACANCY POLICY – adopted 20.5.15 Minute No 15/05/12. Recommend to review in19/20

COMPLAINTS PROCEDURE- adopted 7.10.15 Minute No 15/10/13. Recommend to review in 18/19

COMMUNICATIONS POLICY – adopted 2.11.16 Min No 16/11/10. Recommend to review in19/20

SOCIAL MEDIA POLICY - adopted 2.11.16 Min No 16/11/10. Recommend to review in19/20

GENERAL DATA PROTECTION REGULATIONS – see agenda item 11

#### TERMS OF REFERENCE FOR COMMITTEES

PERSONNEL COMMITTEE – adopted 4.2.15 Min No 2/15/13. Recommend to review in19/20

#### RISK ASSESSMENTS

GENERAL AND FINANCIAL – adopted 4.10.17 Min No 17/10/13. Recommend to review every year

RECREATION GROUND PLAY EQUIPMENT – Independent Risk Assessment carried out every year

OPEN SPACE POLICY – adopted 3.8.16 Min No. 16/08/08. Recommend to review in19/20

TO CONSIDER: the above recommendations as the aim for a review. Reviews can be carried out earlier if there are legislation changes, advised by NALC or the Council, a Cllr, Clerk requests a review.

TO CONSIDER: Any further Policies, Terms of Reference or Risk Assessments that should be carried out for the year 2018/19

#### **11 GERNERAL DATA PROTECTION REGULATIONS**

Update from the Clerk and to consider any actions required

#### **12 HIGHWAY ENGLAND - A358 TAUNTON TO SOUTHFIELD SCHEME (HE)**

Any updates and to consider further actions if required

#### **13 PLANNING**

31/18/0006 Conversion of barns to dwelling at Arundells Farm , Lower Henlade

4/40/18/002 Development of the Sewage Treatment Works site to construct sewage sludge dewatering plant including Motor Control Kiosk, Poly Handling Kiosk. The remaining works to be conducted under Wessex Water's Permitted Development Rights

#### **14 COUNTY AND BOROUGH COUNCILLORS REPORTS**

#### **15 DEFIBRILLATOR**

Update

#### **16 HIGHWAYS MATTERS**

#### **17 TRAINING OPPORTUNITIES**

There is a number of training courses being offered by SALC in the next few months.

To consider: Training courses that the Councillors or the Clerk would like to attend and to approve the cost.

#### **18 CLERK'S REPORT AND CORRESPONDENCE**

Consultation on unauthorised developments and encampments. Closing date 25.5.18

#### **19 CHAIRMAN'S REPORT**

#### **20 FINANCIAL MATTERS**

##### FINANCIAL REPORTS AND CHEQUES FOR PAYMENT

To consider: that this Council approves the schedule of cheques and the Financial Report subject to the requirements of our Risk Assessment Document.

#### **21 MATTERS TO REPORT (for information only) OR FOR THE AGENDA AT THE NEXT MEETING**

Any matters to report of a parochial nature not covered elsewhere in the agenda

DATE OF THE PARISH COUNCIL MEETING 6 JUNE 2018, IN RUISHTON VILLAGE HALL. PQT 7.30pm