

RUISHTON AND THORNFALCON PARISH COUNCIL

CLERK: HEATHER BRYANT, NORTHAY HOUSE, NORTHAY, CHARD, SOMERSET. TA20 3DN

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THE NEXT PARISH COUNCIL MEETING WILL BE HELD ON WEDNESDAY 15TH MAY 2019
AT RUISHTON VILLAGE HALL AT 7.30PM.



Heather Bryant, Clerk to the Council. 8.5.19

Any Declaration of Acceptance of Office, will be signed before the meeting starts by yourself and the Clerk

PARISHIONERS QUESTION TIME (ON GENERAL PARISH MATTERS)

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.
The Chairman to sign a Declaration of Office Form
- 2 DECLARATION OF ACCEPTANCE OF OFFICE**
TO CONSIDER: the date that Cllrs can sign Acceptance of Office if not already done so
- 3 APOLOGIES FOR ABSENCE**
- 4 CO-OPTION OF COUNCILLORS TO FILL THE VACANCIES ON THE COUNCIL**
- 5 ELECTION OF VICE-CHAIRMAN**
TO CONSIDER: the election of a Vice-Chairman for the forthcoming year
- 6 DECLARATIONS OF INTEREST**
- 7 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 3rd APRIL 2019**
- 8 COUNTY AND DISTRICT COUNCILLORS REPORTS**
- 9 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	
- 10 TO APPOINT MEMBERS TO SERVE ON A PERSONNEL COMMITTEE**
To reaffirm that all Members of the Council shall serve on the Personnel Committee
- 11 COUNCIL POLICIES, TERMS OF REFERENCE, RISK ASSESSMENTS**

POLICIES
STANDING ORDERS – adopted 7.9.26 Min No 16/9/11. Recommend to review in19/20
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 3.4.19 Min No 19/4/13. 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
PRIVACY POLICES – adopted 18.7.18 Min No 18/7/8. Recommend to review in19/20

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 2019/20

12 PLANNING

31/19/0008/LB Replacement of cement rendering with lime render to south and lime render to west elevation of Musgrove House, Lower Henlade.

31/19/0011 Replacement of garage with erection of two storey side extension at 28 Newlands Road.

Any other Planning Matters

13 TREES

Deferred from last month

14 MEMORIAL GARDEN

Update

15 HIGHWAYS AND FOOTPATHS ISSUES

16 MAINTENANCE SERVICE FOR APRIL 2019 – MARCH 2020

Update. The maintenance service contract is still outstanding

17 NEIGHBOURHOOD PLAN

Update

18 CLERK'S REPORT AND CORRESPONDENCE

19 CHAIRMAN'S REPORT

20 TRAINING OPPORTUNITIES

Councillors essentials –	various locations and times			£25
Managing employees (including disciplinary/grievance matters)	5.6.19	Somerton	10.00am - 5.00am	£50
Being a successful Chairman	6.6.19	Somerton	6.00pm - 9.00pm	£30

21 FINANCIAL MATTERS

A) BANK MANDATE

To add Councillor on the Bank Mandate

B) 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.

22 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 NEXT SCHEDULED PARISH COUNCIL MEETING 5TH JUNE, IN RUISHTON VILLAGE HALL. PQT
7.30pm