

RUISHTON AND THORNFALCON PARISH COUNCIL

The minutes of the meeting held on 15th May 2019.

CLLRS PRESENT: Bulgin, Dickinson, Harper, Fudge, John, Laws and Mullins.

ALSO PRESENT: County Councillor John Thorne, District Councillor Susan Buller, one member of the public and the Clerk, Heather Bryant

PARISHIONERS QUESTION

There were no questions from the public.

Doug Lowe the retiring Chairman was in the Chair for the next item.

19/5/1 ELECTION OF CHAIRMAN

There was one nomination

RESOLVED: to elect Cllr John as Chairman for the forthcoming year. Cllr John duly signed a Declaration of Office Form

19/5/2 DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk declared that all Cllrs had signed a Declaration of Acceptance of Office form before the meeting started except for Cllr Marshall

RESOLVED: that Cllr Marshall shall sign a Declaration of Office form by the next meeting (5.6.19)

19/5/3 APOLOGIES FOR ABSENCE

Received from Cllr Marshall

19/5/4 CO-OPTION OF COUNCILLORS TO FILL THE VACANCIES ON THE COUNCIL

There was no one present to be co-opted. Defer until the next meeting

19/5/5 ELECTION OF VICE-CHAIRMAN

RESOLVED: to elect Cllr Marshall (Cllr Marshall had previously indicated that he was willing to stand as Vice-Chairman for the forthcoming year)

19/5/6 DECLARATIONS OF INTEREST

None declared

19/5/7 APPROVAL OF THE MINUTES OF THE MEETING HELD ON 3rd APRIL 2019

RESOLVED: the approval of the minutes as a true record

19/5/8 COUNTY AND DISTRICT COUNCILLORS REPORTS

County Councillor John Thorne gave a report. (A written copy of his report will be emailed to Cllrs after this meeting) C.C. John Thorne added that the gritting routes that were cut last year will be re-instated for this coming year and the filling of the grit bins.

The Chairman welcomed District Councillor Susan Buller on her election to the Council. D.C. Buller said that she hoped to attend future Ruishton & Thornfalcon meetings where she will provide a report.

19/5/9 TO APPOINT COUNCILLORS TO SPECIFIC AREAS OF RESPONSIBILITY

RESOLVED: to appoint the following persons

FOOTPATHS: The Clerk (as a Contact)

HIGHWAYS: Cllrs Bulgin & Dickinson

RECREATIONAL FIELD: Cllrs Bulgin & Fudge

SAFETY ISSUES: Cllr Mullins

POLICE CONTACT: Cllrs Marshall & John

PRESS: Cllrs John & Marshall

HENLADE: Cllr Harper

THORNFALCON: Cllr Harper & Bulgin

RIVERBANK: Cllr Laws

LOCAL STRUCTURE PLAN: Cllrs Bulgin & Marshall

VILLAGE HALL REP: Cllr Harper

FLOOD COMMITTEE REP: Cllr Fudge

TREE WARDEN: Cllr John

DEFIBRILLATOR: Cllrs Fudge and Mullins

19/5/10 TO APPOINT MEMBERS TO SERVE ON A PERSONNEL COMMITTEE

RESOLVED: that all Members of the Council shall serve on the Personnel Committee

19/5/11 COUNCIL POLICIES, TERMS OF REFERENCE, RISK ASSESSMENTS

The following recommended reviews were noted.

POLICIES

STANDING ORDERS – adopted 7.9.26 Min No 16/9/11. Recommend to review in 19/20

FINANCIAL REGULATIONS – amended 5.9.18. Min No 18/09/14. Recommend to review in 19/20
PUBLICATION SCHEME (Freedom of Information Act) adopted 4.2.15 Min No 2/15/13 Recommend to review in 19/20

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 in 19/20

COMPLAINTS PROCEDURE- adopted 5.9.18 Minute No 18/9/14. Recommend to review in 19/20

COMMUNICATIONS POLICY – adopted 2.11.16 Min No 16/11/10. Recommend to review in 19/20

SOCIAL MEDIA POLICY - adopted 2.11.16 Min No 16/11/10. Recommend to review in 19/20

PRIVACY POLICES – adopted 18.7.18 Min No 18/7/8. Recommend to review in 19/20

TERMS OF REFERENCE FOR COMMITTEES

PERSONNEL COMMITTEE – adopted 4.2.15 Min No 2/15/13. Recommend to review in 19/20

RISK ASSESSMENTS

GENERAL AND FINANCIAL – amended 5.9.18 Min No 18/09/14. 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 in 19/20

19/5/12 MAINTENANCE SERVICE FOR APRIL 2019 – MARCH 2020

Maintenance Contract – The previous Chairman had finally made contact with Somerset West and Taunton District Council. Due to staffing problems the D.C. will not be renewing the Contract. As an emergency, the Clerk under her delegated powers and in consultation with Councillors approved the initial cutting of the grass in the Recreation Field at a cost of £57. The Council thanked Cllr Fudge for arranging the cut.

It was agreed to form a Working Party of Cllrs John, Mullins, Fudge and Bulgin to review the specification and to look at possible landscaping firms to quote for a contract. They will meet at Cllr John's address on 23.5.19.

Weekly inspection of the Play Equipment – The Clerk reported that she was not sure that this action is now been carried out by Somerset West and Taunton District Council due to their staffing problems. D.C. Buller said that she will check to see if they are continuing to provide the service.

19/5/13 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.

The Council had no comments

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

The Council made an observation that the new windows on the south elevation could cause overlooking to the adjacent property – Number 10b

19/5/14 TREES

Deferred until next meeting

19/5/15 MEMORIAL GARDEN

Deferred until next meeting

19/5/16 HIGHWAYS AND FOOTPATHS ISSUES

It was reported that a fence had been erected at an angle at the old garage site which is abutting the highway. The fence is obscuring the visibility for vehicles travelling into the village on Cheats Road. The Clerk will check with Planning

19/5/17 NEIGHBOURHOOD PLAN

Deferred until next meeting

19/5/18 CLERK'S REPORT AND CORRESPONDENCE

The Clerk had nothing to report

19/5/19 CHAIRMAN'S REPORT

The Chairman had nothing to report

19/5/20 TRAINING OPPORTUNITIES

Councillors essentials –	various locations and times			£25
Managing employees	5.6.19	Somerton	10.00am - 5.00am	£50
Being a successful Chairman	6.6.19	Somerton	6.00pm - 9.00pm	£30

Noted – The Clerk will send a list of future training opportunities from SALC

19/5/21 FINANCIAL MATTERS

A) BANK MANDATE

RESOLVED: to add Cllrs John and Fudge and to remove Doug Lowe

B) FINANCIAL REPORTS AND CHEQUES FOR PAYMENT

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

19/5/22 MATTERS TO REPORT (for information only) OR FOR THE AGENDA AT THE NEXT MEETING

There was nothing to report.

The Chairman closed the meeting at 9.20pm

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