

MILVERTON PARISH COUNCIL MEETING

3rd June 2019

7.00pm in the Victoria Rooms Fore Street

DRAFT AGENDA as at 27th May

Questions from the Public

Members of the public are welcome to attend and address the Parish Council to provide information and raise matters of concern.

1. Apologies

Members will be expected to provide reasons for absence. Members are reminded that absence for 6 consecutive meetings without approval could lead to disqualification.

2. Declarations of Interest

The Code of Conduct requires that Members disclose interests of a personal, prejudicial and pecuniary nature that may be pertinent to tonight's business. A prejudicial or pecuniary interest will require the member to leave the room during the discussion of the relevant item.

In cases of uncertainty members are recommended to consult the Clerk.

3. Minutes and Matters arising from minutes

The Minutes of the meeting held on 13th May 2019 have been circulated with the summons to this meeting.

4. Election of Vice Chairman and Co-Option of New Councillors

4.1 Election of Vice Chairman

Members are invited to make nominations for Vice Chairman for the coming year. If there is more than one candidate there will be a vote.

4.2 Co-Option of New Councillors

There are five candidates for co-option. The Chair will invite them to put themselves forward and Councillors will decide with a vote. All new members will sign the Declaration of Office and forms to Register Declarations of interest will be distributed.

5. Planning

5.1 For Parish Council Decision

There are no applications for Parish Council Decision

5.2 For Parish Council Comment

5.2.1 23/19/0016T Notification to fell one ornamental tree, to re-pollard one Eucalyptus and to crown-raise one birch tree within Milverton Conservation Area at Highcroft, High Street, Milverton

5.3 Other Planning Matters

- Withdrawal of paper plans in planning consultations by SWT
- The Clerk will propose Thursday 27th June as the date for the July planning meeting with a 6pm start.

6. Finance

6.1 Monthly Report

The Council will consider the monthly report and approve payments for salaries, toilet cleaning, SALC subscription and access.

6.2 Review of Bank accounts and signatories

Several of the retired Councilors were account signatories. A new mandate is therefore needed for both Nat West and Bank of Ireland. A minuted resolution is required.

6.3 Review of 2018/19 Work Plan

This has been circulated with the papers for the meeting and members are encouraged to ask questions.

6.4 2018/19 Annual Audit

The responsible financial officer (RFO) must sign and date 'Section 2 - Accounting statements 2018/19' of the AGAR Part 2 or 3, before it is presented to the Parish Council.

The Parish Council must, in the following order: (a) consider the Accounting Statements by the members meeting as a whole; (b) approve the Accounting Statements by resolution; and (c) ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which that approval is given.

- 6.3.1 The Annual Governance Statement**
- 6.3.2 The Annual Accountability Statement**
- 6.4 CCTV at the Recreation Ground**
- 7. Matters to Report**
- 7. Roads and Footpaths**
- 7.1 Footpath Monthly Report**
- 7.2 Roads Monthly Report**
- 7.3 New Road Signs**
- 8. Crime**

Members will receive and comment on the monthly crime report.

- 9. Appointment of Committees**
- 9.1 Allotment Committee**
- 9.2 Emergency Planning**
- 9.3 Personnel Committee**
- 9.4 Amenities Committee**

Members will agree a dates for the next meeting of these committees.

10. Appointment to Other Committees 2019/20

- 10.1 Twinning Association**
- 10.2 Victoria Rooms**
- 10.3 Milverton United Charities**
- 10.4 SALC Representative**
- 10.5 Youth Project**
- 10.6 Milverton Trust**
- 10.7 Traffic Working Party**
- 10.8 Milverton Action Group**
- 10.9 Recreation Ground Committee**
- 10.10 Wiveliscombe Area Partnership**
- 11. Allotments**

12. Review of Council Documents 2019

These have been circulated prior to the meeting.

- 12.1 Standing Orders**
- 12.2 Financial Regulations**
- 12.3 Complaints Policy**
- 12.4 Inventory of Assets and Equipment**
- 13. Appointment of Parish Clerk**
- 14. Correspondence**

PLANNING SITE VISIT

There will be a planning site visit on Thursday 31st May at 6.00pm. Meet at the Church Gates on St Michaels Hill at 6pm.

6:00 Highcroft, High Street, Milverton