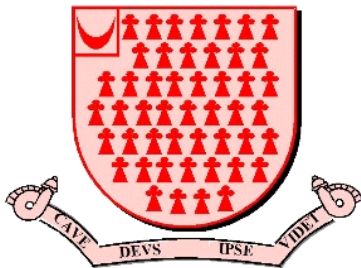


# MARTOCK PARISH COUNCIL

Martock Parish Council  
The Market House  
Church Street  
Martock Somerset  
TA12 6JL

NEGLECT NOT THY OPPORTUNITIES



**MARTOCK PARISH COUNCIL** 20 October 2022

To: All Members of the Council

**YOU ARE HEREBY SUMMONED TO ATTEND** a **Council Meeting** of the **MARTOCK PARISH COUNCIL** to be held on **26 October 2022** in the Parish Hall, Church Street, Martock at **7pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend. The meeting may be recorded.

*S Scattergood*

Sally Scattergood  
Deputy Parish Clerk and Acting Proper Officer

***Please contact the Parish Office (01935 822891) if you need further information on this agenda.***

Members of Martock Parish Council:

Councillor John Hole (Chairman)  
Councillor Joy Bailey (Vice Chairman)  
Councillor Neil Bloomfield  
Councillor Ashley Chapman  
Councillor Louise Clarke  
Councillor Andrew Clegg

Councillor Paul Helyer  
Councillor Suzanne Luxton  
Councillor Graham McDonald  
Councillor Alan Potter  
Councillor Alison Warne  
Councillor Ash Warne  
Councillor Tony Welsh  
Councillor Neil Williams  
Councillor Sylvia Williams



# MARTOCK PARISH COUNCIL

Full Council Meeting

## AGENDA

26 October 2022

- **Apologies for absence**

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

- **Declarations of interest**

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

- **Public participation time**

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's Standing Orders which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

- **Reports from Somerset County and South Somerset District Councillors and representatives on outside bodies.**

To receive any reports of interest.

- **Confirmation of minutes of previous meeting**

To confirm the minutes of the Council meeting held on 28 September 2022 as a correct record (LGA1972 sch12).

- **Community Youth Project Presentation**

To receive a presentation from the Community Youth Project on their recent activities.

- **Committee Minutes and reports**

To receive the minutes of the following Committee meeting that has taken place since the last full Council meeting:

- Planning Committee – 26 September 2022 (including the Chairman's report for August and September)
- Building and Open Spaces Committee – 27 September 2022
- Personnel Committee – 4 October 2022
- Personnel Committee – 11 October 2022
- Building and Open Spaces Committee – 11 October 2022
- Planning Committee – 12 October 2022

- **Payment of outstanding creditors**

To receive the list of outstanding creditors and balances due for payment including reports of any outstanding payments made. A list of outstanding payments and corresponding invoices will be available at the Committee meeting. (LGA1972 s150).

- **Finance reports**

To receive and approve the following financial reports:

- Bank reconciliation
- Earmarked reserves
- Income and Expenditure report

- **AGAR External Auditor Report**

To receive an update on the conclusion of annual audit for the 2020/2021 financial year.

- **Flood Wardens Report**

To receive the Flood Warden's report and proposal to purchase 20 packs of hydrosnakes as set out within.

- **Water contamination**

To receive a report from Councillor Clegg on water contamination in the parish.

- **Stoke Recreation Ground Memorial Copse seats.**

Following a grant for a memorial seat, to consider procuring a memorial bench and concrete plinth for seats in remembrance of Her Majesty Queen Elizabeth II,

- **Defibrillator Policy**

To adopt the attached defibrillator policy

- **Remembrance Sunday**

In the absence of the Chairman and Vice Chairman, to nominate a Member to lay the Council's wreath on 13 November 2022.

- **Fireworks**

To receive an update on the arrangements for the fireworks event.

- **Allotments**

To receive and verbal update consider a proposal from the Allotments Association to take over the administration of the allotments.

- **Terms of Reference**

To adopt the approved Terms of Reference of the Planning Committee.

- **Tree Survey Working Party report**

To receive a report from the Tree survey Working Party and consider any recommendations therein.

- **Date of next meeting**

To note the date of the next meeting, which is scheduled for 23 November 2022 at 7.00pm.

- **Confidential Session**

**At the conclusion of this part of the Agenda, the Chairman will move the following resolution: That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted.**

- **Acting up allowance**

To consider awarding the Deputy Parish Clerk a further Acting Up Allowance for acting as the Proper Officer to the Council (Report attached).

- **Resignation of the Parish Clerk**

To be formally advised of the resignation of the Parish Clerk and the issues arising therefrom:

- Payment of overtime claimed
- Staff structure
- Proper Officer of the Council
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# Motions and ammdements flowchart

