



# MARTOCK PARISH COUNCIL

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

Wednesday 19<sup>th</sup> July 2023

To: Councillors John Hole (Chair), Joy Bailey (Vice Chair), Paul Helyer, Katie Hunt, Graham McDonald, Alison Warne, Ash Warne, Neil Bloomfield, Suzanne Luxton, Louise Clarke, Alan Potter, Tony Welsh, Ashley Chapman, Sylvia Williams and Neil Williams.

**YOU ARE HEREBY SUMMONED TO ATTEND the FULL PARISH COUNCIL MEETING** of the **MARTOCK PARISH COUNCIL** to be held on **Wednesday 26<sup>th</sup> July 2023** in the Parish Hall, Church Street, Martock at **7:00pm** for the purpose of transacting the business set out in the agenda below.

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

*Paul Russell*

Paul Russell, Acting Clerk

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

### **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)

**To Receive Reports from the Somerset Council Wards Councillors**



# MARTOCK PARISH COUNCIL

## Full Council Meeting AGENDA

Wednesday 26<sup>th</sup> July 2023 commencing at 7:00pm

1. **APOLOGIES FOR ABSENCE**  
To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)
2. **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).
3. **MINUTES OF PREVIOUS MEETING**  
To confirm the minutes of the Council meeting held on 28<sup>th</sup> June 2023 as a correct record (LGA1972 sch12).
4. **TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC**  
As certain items are expected to include the consideration of exempt information Full Council is, therefore, recommended to resolve "That, in accordance with Section 100 of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".
5. **APPOINTMENT OF CHAIR TO BOS COMMITTEE**  
Following the resignation of the Chair of the BOS Committee Council is requested to appoint a new Chair of BOS.
6. **COMMITTEE MINUTES AND REPORTS**  
To receive the minutes of all the following Committee meetings that have taken place:
  - Planning & Highways Meeting – 12<sup>th</sup> July 2023;
  - Building & Open Spaces Committee – 14<sup>th</sup> July 2023
7. **TERMS OF REFERENCE**  
Council is requested to consider the attached revised Terms of References for the following Committees (to follow):
  - Finance & Resources;
    - Personnel Sub-Committee of Finance & Resources
  - Buildings and Open Spaces;
  - Events;
  - Planning & Highways;
  - Community Services.

**8. PAVILION**

To request Full Council to discuss, nominate and approve a lead standing committee to take forward the provision of a cafe facility in the pavilion.

**9. STANDING ORDERS**

To consider the updating of Standing Orders. The proposed amended wording is below:

**CONFIDENTIAL BUSINESS**

*1. No member of the Council or of any committee or sub-committee, nor any member of staff shall disclose to any person not a member of the Council any business declared to be confidential by the Chairman of the Council, the committee or the sub-committee as the case may be.*

*2. Anyone in breach of Standing Order 1 above may be removed from any committee or sub-committee of the Council by the Council, or may be considered to have breached the Code of Conduct, as appropriate.*

Please Note that current Standing Orders state:

A motion to add to or vary or revoke one or more of the Council's standing orders, except one that incorporates mandatory statutory or legal requirements, shall be proposed by a special motion, the written notice by at least 5) councillors to be given to the Proper Officer in accordance with standing order 9.

**10. DRAFT SCALE OF FEES**

To consider the revised draft Scale of Fees for amendment and adoption. The new fees will be implemented on 1<sup>st</sup> September 2023.

**11. STRATEGIC PLAN**

To consider instructing Council Officers to develop a programme to produce a Strategic Plan for Martock Parish Council and to obtain quotations to secure external support to enable the process to be as efficient and effective as possible.

**12. PRIORITY TREE WORKS**

To consider allocating funding towards the completion of the priority tree works that are required to be completed. An initial sum of £20,000 may be required to complete the outstanding works identified by the recent tree survey. As it was not included in the budget this funding will need to be allocated from balances.

**13. FINANCE REPORTS**

To consider and adopt the following reports:

- To receive and sign the Bank Reconciliation for the Current & Deposit accounts;
- Detailed Balance sheet – June 2023;
- Detailed Income & Expenditure Budget Report – June 2023;
- List of Payments. – June 2023

- 14. RESOLUTIONS REPORT**  
To consider the recommendations of the BOS Committee regarding this report.
- 15. THE PINNACLES**  
The Chair will speak to this item.
- 16. COUNCIL IT SYSTEMS**  
To consider the attached report including the potential purchase of additional software and the various options to host Council's IT infrastructure.
- 17. COMMUNITY FUNDED 20MPH SPEED LIMITS**  
To consider submitting an expression of interest to Somerset Council to support design and implementation of a 20mph speed limit. It is estimated that the cost would be in the region of £15,000. Council would be required to pay a £500 non-refundable application fee which will cover an initial assessment including up to two week-long speed data readings.
- 18. ANNUAL FIREWORKS**  
A request has been made to confirm that entry to the annual fireworks display will be free in 2023. Cllr Clarke will speak further to this item.
- 19. DATE OF NEXT MEETING**  
To note the date of the next meeting, which is scheduled for Wednesday 27<sup>th</sup> September 2023 at 7.00pm.
- Council also needs to fix meeting dates for the following Committees:
- Finance & Resources;
  - Buildings and Open Spaces;
  - Events;
  - Community Services.
- 20. 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.
- 21. CONFIDENTIAL COUNCIL UPDATE REPORT**  
To consider the attached report.
- 22. PLANNING MATTER**  
To consider the attached report and approve the draft response.