

# ASH PARISH COUNCIL

**Clerk:** Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

**Tel:** 07783 475200

**E-mail:** [clerk@ashpcsomerset.com](mailto:clerk@ashpcsomerset.com)

## Notice of the Annual Parish Council Meeting

Members of the Public and Press are invited to attend all Council Meetings  
(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

Meeting of... **Ash Parish Council**  
Time... **19:00hrs**  
Date... **Wednesday 3<sup>rd</sup> May 2023**  
Venue... **Ash Pavilion**

Councillors will be discussing all the items listed on the Agenda.

Yours faithfully

*Julie Ferguson*

**Julie Ferguson**  
**Parish Clerk**  
26 April 2023

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

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## PUBLIC SESSION

Questions and comments are invited from members of the public (**limited to 15 minutes in total, each individual limited to 3 minutes**). As issues raised during the public session may not relate to items on the agenda, no resolution for action can be taken. A record of public participation shall not be included in the Minutes.

### Reports from District and County Councillors

Short oral reports are invited from District and County Councillors, regarding matters affecting Ash and the wider local community (if applicable to the local community).

## AGENDA

7.05pm

**23/24 To elect a Chair**

7.10pm

**23/25 To receive apologies for absence and to approve the reasons given** (LGA 1972 s85(1))

**23/26 Declarations of interests.** Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations)

**23/27 To elect a Vice-Chair**

7.15pm

**23/28 To approve and sign as a correct record the minutes of the previous meeting** (LGA 1972 sch 12, para 41(1))

**23/29 Matters to report from a previous meeting**

7.20pm

**23/30 Planning decisions report**

**23/31 Planning applications – 23/00791/S73.** 66 Main Street, Ash TA12 6PA. S73 application to vary condition 2 (approved plans) to change the roof profile from a flat roof to a low angled pitched roof relating to planning consent 22/02443/HOU; Demolition of rear extension and front porch Erection of single storey rear extension and single storey side extension returning to the front elevation to serve as a porch. Various minor internal alterations to the layout at ground floor level.

7.25pm

**23/32 To review and adopt the Standing Orders**

**23/33 To review and adopt the Financial Regulations**

**23/34 To review and adopt the Code of Conduct**

**23/35 To review and adopt the Dignity at Work/Bullying and Harassment Policy**

**23/36 To review and adopt the Freedom of Information Policy**

**23/37 To review and adopt the Publication Scheme**

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**23/38 To review and adopt the Data Protection Policy**

**23/39 To adopt a Grievance Policy**

**23/40 To adopt a Complaints Policy**

7.30pm

**23/41 To agree Councillor Roles and Responsibilities**

7.35pm

**23/42 Finance** – To approve the payment schedule for May 2023

**23/43 Finance** – To approve the cashbook and bank reconciliation to 30<sup>th</sup> April 2023

7.40pm

**23/44 Finance** – To consider quotes for electrical work at the Pavilion

7.45pm

**23/45 Finance** – To consider quotes for fitting of the gates in the Recreation Ground

Quote 1 - £925

Quote 2 - £700

7.50pm

**23/46 Finance** – To approve payments for a regular cleaner at the Pavilion

7.55pm

**23/47 To consider permission for the PTA to use the Millennium Woods for the Summer Festival**

8pm

**23/48 To report on the Coronation event at the Recreation Ground, including approval of the Risk Assessment.**

8.05pm

**23/49 To consider how the grant awarded can be used to install disabled access paths in the parish car parks.**

8.15pm

**23/50 To consider steps required to request a Community Governance Review for 6 properties in Highway to be transferred from Martock Parish into Ash Parish**

8.25pm

**23/51 Reports** – To receive reports from:

a. Parish Councillors

b. Working Groups

8.35pm

**23/52 Clerks report and correspondence**

**23/53 Items for the next agenda**

**23/54 Date of next meeting** – 8<sup>th</sup> May 2023 (Cllrs to note - All agenda items to be notified to the Parish Clerk by Wed 26<sup>th</sup> April 2023)

8.40pm

**23/55 Exempt Session – Exclusion of the Press & Public**

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**23/56 To report on staff appraisal – Cllr Humby**

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**23/57 To approve the clerks contractual 1 point salary award (backdated to 1<sup>st</sup> April 2023).**

**23/58 To approve the clerks additional 1 point salary award for having achieved CiLCA qualified status (backdated to 1<sup>st</sup> April 2023)**

**8.50pm**

**23/59 To consider nominations for the Chairmans Award.**

**End of Agenda**