



Hemyock Parish Council

24th February 2017

To: All Members of Hemyock Parish Council

Dear Councillor

You are duly summoned to attend a meeting of **Hemyock Parish Council** to be held in the Forbes Lounge, Parish Hall, Hemyock on **Wednesday 1st March 2017 at 7.30pm**. The meeting is open to the press and the public.

Yours sincerely

Jenna Evans

Parish Clerk

AGENDA

1. **Welcome by Chairman, apologies for absence and introductions**
2. **Declarations of Interest/Dispensations**
To receive any declarations of interest relating to business to be conducted at this meeting and
To consider any dispensation requests and confirm any relevant dispensations.
3. **Public Participation** (limited to 20 minutes, 2 minutes per question)
4. **Tennis Club** – update from club reference – Shared Access Proposal (TBC)
5. **To approve** the minutes of the meetings on 1st & 21st February 2017.
6. **To receive an update** on any matters arising
 - 6.1 **St Margaret's Brook – update** from Mr Povah/Clerk
 - 6.2 **Trees/shrubs Culmstock Road – update** from Mrs H Stallard
 - 6.3 **Policies – to agree the following:-**
 - 6.3.1 Code of Conduct – reviewed no changes
 - 6.3.2 Protocol for recording meetings - reviewed no changes
 - 6.3.3 Freedom of Information – updated
 - 6.3.4 Complaints Procedure – minor revisions
 - 6.3.5 Procurement Policy – remove (as included in Fin regs /standing orders)
 - 6.3.6 Vexatious policy – reviewed no changes
 - 6.3.7 Staff Appraisal Policy - reviewed no changes
 - 6.3.8 Sickness absence policy – new policy
 - 6.3.9 Disciplinary policy – new policy
 - 6.3.10 Grievance policy – new policy
 - 6.3.11 Health & Safety Policy – new policy
 - 6.3.12 Equal Opportunities policy – new policy
 - 6.3.13 Grant Awards policy – new policy
 - 6.3.14 Data Protection Policy – new policy
 - 6.3.15 Training & Development plan – new policy
 - 6.3.16 Asset Register – revised
 - 6.3.17 Record Management Policy – new policy
7. **District Council Report**
To receive update from Councillor Frank Rosamond
8. **County Council Report**
To receive update from Councillor Ray Radford
9. **Finance**
 - 9.1 **To agree** income and expenditure schedule.
10. **Clerk Update**
To receive update from Clerk
11. **Longmead**
To receive any relevant information
 - 11.1 **BMX Track – update** from Mr L Povah.
12. **Highways**

- To receive any relevant information
12.1 **Pencross Hill - Update** from Mrs H Stallard
- 13. TAP Fund 2016/2017**
To receive any relevant information
To ratify support for Clayhidon's TAP Fund application for additional car parking at Village Hall
- 14. Commons Management Group (CMG)**
To receive any relevant information
- 15. Cemetery**
To receive any relevant information
- 16. Footpaths**
To receive any relevant information.
- 17. Garages Youth Project**
To receive any relevant information
- 18. Blackdown Hills Parish Network – update** from Ms J Pritchard
- 19. Primary School Governor – update** from Ms J Pritchard
- 20. Items raised by Chairman**
- 21. Items raised by Councillors**
- 22. PR**
- 23. Date of the Next Council Meeting - 5th April 2017, at 7.30pm in Forbes Lounge, Parish Hall.
Annual Parish Meeting - Wednesday 29th March 7.30pm Main Hall, Parish Hall.**

FINANCE SCHEDULE

EXPENDITURE

1.	Tbc	D Evans	Wages and expenses
2.	Tbc	HMRC	PAYE
3.	Tbc	I Pike	Grass cutting

BANK RECONCILIATION

HSBC Community a/c	12,877.57
HSBC Deposit	75,004.46
HSBC Griffith/Flay	0
HSBC P3	0
HSBC Longmead	1.27
Unity Trust Bank current	28.15
Unity Trust Bank deposit	96,414.09
Unity Trust Bank GF	704.20
Unity Trust Bank P3	1,582.28
Nationwide Bond	75,000.00
Total	261,612.02

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman in attendance so that all those present may be made aware that is happening. Members of the public may also use other forms of social media to report on proceedings at this meeting.