



## ST CUTHBERT (OUT) PARISH COUNCIL

### COUNCIL SUMMONS

Public Notice is hereby given that a meeting of St Cuthbert (Out) Parish Council, which Members are summoned to attend, will be held in Easton Village Hall, Easton BA5 1EP on Monday 7<sup>th</sup> August 2023 at 7pm.

A handwritten signature in black ink, appearing to be 'ME', enclosed within a circular scribble.

Michele Exton

**PARISH CLERK**

St Cuthbert (Out) Parish Council

c/o Monitoring Officer

Mendip District Council

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The Chairman will begin the formal business of the Council which is open to the Public to attend; during the meeting there is an opportunity for Members of the Public to speak - *please see item 06.*

Visit the website to view all supporting papers for the agenda below. CONFIDENTIAL papers are only sent to elected members and are not available online. All documents are PDF (or equivalent) and can be downloaded to a suitable device.

## A G E N D A

### **01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given [LGA 1972 s85\(1\)](#). In addition to the risk assessment that the Council has carried out for face-to-face meetings, any Councillor or Staff who do not feel safe attending a meeting, due to medical grounds or risk to immediate family members, will not be required to attend and absence will be authorised – this policy to be reviewed at every meeting based on the latest Government guidance and case numbers.

## **02. CO-OPTION OF UP TO 2 MEMBERS TO REPRESENT THE SOUTH AND NORTH WARDS**

To co-opt up to 2 Members of the Parish Council to represent the North and South Wards. Each Candidate has up to 2 minutes to present to the Council why they would be selected as a Parish Councillor to represent part of the Ward. According to Arnold-Baker, the successful Candidates must have received an absolute vote of those present voting: "It follows that if there are more than two Candidates for one vacancy and no one of them at the first count receives a majority over the aggregate votes given to the rest, steps must be then be put to the vote again; this process must, if necessary, be repeated until an absolute majority is obtained".

## **03. DECLARATIONS OF INTEREST**

Members to declare any interests they may have in agenda items that accord with the requirements of the [Local Authorities \(Model Code of Conduct\) Order 2007 SI No.1159](#). (*NB this does not preclude any later declarations*).

**03.01.** To receive declarations of interest from Councillors on items on the agenda.

**03.02.** To receive written requests for dispensations for disclosable pecuniary interests (if any).

**03.03.** To grant any requests for dispensation as appropriate.

## **04. EXCLUSION OF THE PRESS AND PUBLIC**

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the [Public Bodies \(Admission to Meetings\) Act \(as amended\) 1960](#).

Item 17.

## **05. CHAIRMAN'S ANNOUNCEMENTS**

## **06. PUBLIC QUESTION TIME**

Public speaking time is normally restricted to 15 minutes in total (up to 3 minutes per speaker) at the discretion of the Chairman. The Chairman will call from those who are indicating to speak; written questions can also be received in advance of the meeting (by email or letter to the Chairman or Parish Clerk). As issues raised in the public session may not relate to items on the agenda, no resolution for action can be taken. Members of the Public who would like to speak but who are not able to attend are encouraged to email [parishclerk@stcuthbertout-pc.gov.uk](mailto:parishclerk@stcuthbertout-pc.gov.uk) and register their request.

## **07. LOCAL AUTHORITY REPORTS**

To receive reports in person or in writing from:

- Avon & Somerset Police
- Somerset Council Councillors

## **08. MINUTES OF ST CUTHBERT (OUT) PARISH COUNCIL ON MONDAY 19<sup>TH</sup> JUNE 2023**

To confirm and sign as correct record the minutes of the Council held on Monday 19<sup>th</sup> June 2023 (attached).

## **09. IMPROVING THE COUNCIL'S CYBER SECURITY**

To discuss improving the Council's cyber security/data protection (ANNEX E).

**10. DRAFT 3-YEAR BUDGET FORECAST 2024/25 TO 2026/27**

To consider the recommendation of the Finance & Scrutiny Committee 7<sup>th</sup> June 2023 to present the draft 3-year budget forecast to Full Council as a guide for annual budget setting (ANNEX D).

**11. ACCOUNTS FOR PAYMENT**

To review and approve a schedule of items of expenditure and issuing of payment (ANNEX A & B) LGA 1972 s150 (5). An appointed Member at the meeting to verify all bank reconciliations produced by the RFO (ANNEX C).

**12. TRAFFIC MANAGEMENT GRANT PROGRAM AND 20MPH ZONES**

To consider setting up a Traffic Management Grant Program based on the principle of inclusiveness throughout the Parish, which can assist with the costs of schemes to reduce traffic and speeding in villages provided applying villages also contribute towards the costs, including the proposed Dinder 20mph traffic scheme.

**13. LCN UPDATE**

To receive a verbal update on the inaugural meeting of the Wells and Rural LCN held on 29<sup>th</sup> June at Priddy.

**14. ENVIRONMENT WORKING GROUP (EWG)**

To receive an update from the Council's EWG.

**15. WELLS BUS USER GROUP (WBUG)**

To consider the WBUG's requests for support for improvements to local bus services.

**16. REPORTS OF WARD ACTIVITIES**

To receive verbal reports on Ward activities that Members wish to report to Full Council.

**17. STAFFING COMMITTEE UPDATE ON RECRUITMENT OF ADDITIONAL CLERICAL SUPPORT STAFF**

To update Full Council following the Staffing Committee's assessment of the Council's staffing structure on 25<sup>th</sup> July 2023 (ANNEX F).

**18. DATE OF NEXT MEETING**

11<sup>th</sup> September 2023 at **7pm**.

**19. DATE OF NEXT PARISH MEETING**

9<sup>th</sup> April 2024.