

# Staverton Parish Council Meeting

Wednesday, 6 June 2018 at 7.15pm

## To all Members of the Council

You are hereby summoned to attend a meeting of Staverton Parish Council to be held in the Victory Hall, Landscope on Wednesday 6 June 2018 at 7.00pm for the purpose of transacting the following business.



Karen Smith, Clerk to the Council

Date: 30 May 2018

**The Public are welcome to attend.** *If any member of the public wishing to attend the Meeting has special requirements (mobility or sensory impairment), please contact the Clerk, Karen Smith on 07929 032570. Please ensure mobile phones are silenced.*

## PUBLIC FORUM

A 15 minute session to allow members of the public and the District and County Councillor to address the Parish Council.

## AGENDA

**06.06.01 To accept apologies for absence**

**06.06.02 To note declarations of interest and Dispensations in items on the Agenda**

**06.06.03 Minutes**

To confirm the Minutes of the full Council and Planning Committee held on 2 May 2018 and the Minutes of the Planning Committee held on 9 May 2018

**06.06.04 Parish Councillor Reports**

**06.06.05 Court Room and Playing Field**

To receive a report from the Court Room & Playing Fields Management Committee  
Update on the installation of the 'height restricting barrier' at Playing Fields car park – Cllr Hill

**06.06.06 General Data Protection Regulation**

To agree the following draft documents presented by Cllr Warren:

- Action Plan
- Data Protection Privacy Policy
- Data Protection Retention Policy
- Data Protection Policy

**06.06.07 Neighbourhood Plan**

To receive a report from the Neighbourhood Plan Steering Group – Cllr Thorogood

**06.06.08 Highways**

To review ongoing problems reported to DCC Highways  
To update on the Community Lengthsman – Cllr Luscombe

**06.06.09 Finance**

To receive and approve the Accounts for the financial year 2017/18

To receive and note the annual Internal Audit Report – Cllr Oldridge

- To approve Section 1, Annual Governance Statement (Chair & Clerk sign Pg4)
- To approve Section 2, Accounting Statements (Chair & RFO sign Pg5)

To receive the financial report for May 2018

To agree cheques for payment and note invoices received

To agree the annual Insurance Renewal with Ecclesiastical due 1 June 2018 and to authorise payment for either the annual premium or the LTA Option

To report back on the HMCEF application

To discuss the allocation of the Transparency Fund monies

**06.06.10 Emergency Plan**

To update on the Emergency Plan – Cllr Thorogood

- 06.06.11 Phone Boxes**  
To update on the re-painting of the Phone Box and discuss its future use.
- 6.06.12 Allotments**  
To receive a report from Cllr Warren
- 06.06.13 Defibrillators**  
Cllr Loverock to update on the level of interest amongst Parishioners to be VETS (Village Emergency Telephone System) Volunteers, and the likelihood of Parishioners having the phone no. to hand in a crisis.
- 06.06.14 Wolston Green & Staverton Playgrounds**  
To note reports on both Playgrounds  
To update on the Lottery application submission
- 06.06.15 Planning Applications and related correspondence**  
To consider any correspondence from Parishioners
- 06.06.16 Affordable Housing**  
To note any further progress
- 06.06.17 Parish Council Administration**  
To note the working days of the Clerk are now updated on the website  
To confirm that dedicated Email addresses are now published on noticeboards and website
- 06.06.18 Parish Paths**  
Update on the Memorial Bench on Riverside Walk
- 06.06.19 Mobile Phone Coverage**  
To update on options for boosting the mobile signal after contact with main providers and to discuss progress on the formulation of a proposal for a possible transmitter on the Church Spire - Cllr Oldridge
- 06.06.20 Equal Opportunities Policy**  
Update on Equal Opportunities Policy
- 06.06.21 Trees on Riverside Land (Cllr Hill)**  
To agree the removal and disposal of two diseased ash trees  
To consider the siting for a request to plant a memorial tree
- 06.06.22 Proposed Letter on Austerity (Cllr Oldridge)**  
To consider sending a letter regarding the impact of austerity cuts to SHDC and DCC, as proposed in the draft previously circulated, or as amended by the Council
- 06.06.23 Cycling on Riverside Footpath (Cllr Oldridge)**  
To consider permitting cycling on the Staverton riverside path, with appropriately updated signage replacing the dilapidated signs.
- 06.06.24 Provision of a multi purpose building linked to the Pavilion (Cllr Hill)**  
To schedule a public meeting to discuss the provision of a multi purpose building linked to the Pavilion
- 06.06.25 Correspondence received**
- 06.06.26 Correspondence available at the meeting**
- 06.06.27 Any other business**

**FOLLOWED BY PARISIONERS' QUESTION TIME**

**PART 2**

**To discuss planning enforcement cases**