



Parish Clerk: Jo Swift
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To: - Councillors H Brady, T Bridgeman, G Dix, L Hardman, H Howson, J Humphries (Vice Chairman), S Long, J Luxton, A Lyons (Chairman), D McMahon, P McSherry, C Mitchard, B Stevens, M Stevens and H Warren.

You are summoned to attend a meeting of the Parish Council to be held in the Village Hall, Paulton on **Tuesday 17th July 2018 at 7.00pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read 'Jo Swift'.

Jo Swift, Parish Clerk

EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit and proceed downstairs to the tennis courts.

THIS MEETING MAY BE FILMED OR RECORDED

AGENDA

1. APOLOGIES FOR ABSENCE
2. PUBLIC PARTICIPATION

In accordance with Standing Order 3, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

3. DECLARATIONS OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Paulton Parish Council's Code of Conduct (adopted on 16th October 2012) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

4. CONFIRMATION OF MINUTES

That the Minutes of the Parish Council meeting held on 19th June 2018 are approved as a correct record and signed by the Chairman.

5. CHAIRMANS REPORT

The Chairman will report back on activities, events and meetings attended or taken part in since the last Council meeting.

6. CLERKS REPORT

The Clerk will provide a verbal update on matters since the last Council meeting.

7. CASUAL VACANCY

To consider an application received.

The person co-opted must receive an absolute majority vote of the councillors present and voting. The Parish Council's debate and vote on the co-option must be conducted in the public section of its meeting. It follows that the candidates, as members of the public, will be entitled to be present during the proceedings

8. WORKING PARTIES

- (i) To note that Councillor T Bridgeman is no longer on the 'Property Portfolio' working party;
- (ii) That the Communications working party is now dissolved as it has completed its remit as per the Terms of Reference.

9. CHRISTMAS 2018 – OFFICE HOURS

To give approval for the Parish Council to be closed on Monday 24th December 2018. Staff that normally work on a Monday will take annual leave.

10. FINANCES (MONTH 3 - JUNE 2018)

June finances – to receive and approve the finances (emailed on 02.07.18).

11. LIBRARY/HUB

It is recommended that following on from the results of the public consultation, the Parish Council agree to proceed in taking over the Library/Hub, from April 2019, and that a management committee to deal with the take-over of the Library/Hub is set up with immediate effect with approved Terms of Reference (attached).

12. ONE WAY SYSTEM – BLOOMFIELD LANE

At the March 2018 Parish Council meeting it was suggested lowering the height of the sign, installing a no through road sign and to do a proper job the white lines in the area should be re painted and that the cost be sought before approval be given for it to be funded from S106 money. As the project only requires 0.5m3 of the foundation rate the costs comes to **£473.42** based on the figures below.

Road marking £124.83 per hour
Post 3m £35.80
Post Foundation £292.81 per m3
Sign £68.03
Charge hand per hour £16.88
Labourer per hour £16.88

Lorry £29.60
Stats £35

13. DATE OF NEXT MEETING

The next scheduled Parish Council meeting is to be held on **Tuesday 21st August 2018** at 7.00pm.

14. EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted - to progress staffing matters. and to consider commercial matters.

15. EMPLOYEE DRIVING LESSONS/TEST

The attached report (no.1) was presented to the Staffing Committee at a meeting on 26.06.18 and the staffing committee recommends that:

Up to £500.00 is to be loaned, for the purpose of driving lessons and test only, to be paid back at a minimum of £15 per month and that there is to be a review after 3 months.

16. EMPLOYEE PAY RISES

The attached report (no.2) was presented to the Staffing Committee at a meeting on 26.06.18 and the staffing committee recommends that:

(i) and (ii) in the confidential report is approved for recommendation to the full Council for employee (1) and that employee (2) pay is to be reviewed in April 2019.