

# Hatch Beauchamp Parish Council

CHAIR: David Graham      Tel: 01823 480088

CLERK: Clare Winter      Tel: 01823 972529

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Email: [hatchbeauchamp.pc@gmail.com](mailto:hatchbeauchamp.pc@gmail.com)

To; Mrs Noble, Ms Scott, Mrs Fowler, Messrs Elliot, Graham, Murphy and Reid.

You are summoned to attend the meeting of the HATCH BEAUCHAMP PARISH COUNCIL to be held in the Village Hall on Wednesday 13 November 2019 at 19.30

**Clare Winter**, Clerk to the Council

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## **PUBLIC FORUM**

a) Matters for report only

b) Questions and Representations from Residents

This provides an opportunity for members of the public to participate before the meeting by asking questions, raising concerns or making representations, regarding Hatch Beauchamp Parish. No decisions can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting, minutes will not be produced.

c) County Councillor's Report

d) District Councillor's Report

County and District Councillors' may give short verbal reports on matters affecting the Parish. As these do not form part of the meeting, minutes will not be produced.

## **AGENDA**

1. To receive apologies and approve reasons for absences
2. Declarations of Interest
3. To approve minutes of council meeting held on Wednesday 11 September 2019
4. Actions from previous meeting
  - a) 2708b: Clerk to ask Mr Marsden about 'lightweight' parish plan

- b) 2709a: Mrs Noble to send Community Car Scheme constitution to clerk and action DBS checks for volunteer drivers
- c) 2709c: Clerk to notify SCC of our agreement to suggested timing of pavement repairs
- d) 2709d: Clerk to establish who is responsible for footpaths
- e) 2709c: Mr Elliott to provide details of West Hatch footpath contact
- f) 2709g: Mr Reid to ask Village Hall Committee of any 'Improving Lives' ideas
- g) 2710a: Mr Graham to contact clerk candidates with interview date
- h) 2710b: Mr Graham, Mr Murphy and Mrs Noble to contact IT contacts to ask what can be achieved with £150.00 budget
- i) 2710c: Mrs Graham and clerk to advertise Councillor vacancies
- j) 2711a: Mr Graham to organise invites for all Road committee members to Highways England meeting on 24 September
- k) 2711b: Clerk to create agenda and book village hall for planning meeting to discuss Station Road development

**5. Village matters and upkeep of the Village**

- a) Community Car Scheme Report
- b) Footpath report – who is responsible for parish footpaths?
- c) Defibrillator installation & signs
- d) Improving Lives – application for funding
- e) Station Road Planning Application

**6. Administration**

- a) Introduction of new Clerk
- b) Co-opt new Councillors
- c) Elect vice-chair of council
- d) Review and clarify other roles
- e) Maintenance of website
- f) Review updated Standing Orders (updated start time of meetings)

**7. Committee Reports**

- a) A358 Committee - report
- b) Planning Committee – report and elect new members

**8. Financial Matters**

- a) Approve quote for work installing defibrillator
- b) Approve schedule of cheques
- c) Bank Reconciliation
- d) Approve 6-month summary of receipts & payments
- e) Budget for 2020

**9. Items for and date of next meeting**