



Welcome to
**Tormarton
Parish Council**



24/05/2022

Dear **Cllr Simon Stevens, Cllr Katy Pool, Cllr Janet Wells, Cllr Nick Davis and Cllr Sue Giles.**

You are hereby summonsed to attend the Meeting of Tormarton Parish Council on **Monday 30th May 2022** at **19:30**.
This meeting will be held at Tormarton Parish Hall and the agenda is provided below.

Yours sincerely,

Jack Turner BA.Hons. Cert.CiLCA. PSLCC
Parish Clerk and RFO.

AGENDA

1. To elect a Chairman to Tormarton Parish Council for the ensuing year and to receive the Chairman's declaration of acceptance of office.
2. To elect a Vice-Chairman to Tormarton Parish Council for the ensuing year.
3. To receive any questions from the members of public present.
4. To receive the apologies for absence.
5. Declaration of Interest.
6. To approve the minutes of the Meeting of Tormarton Parish Council held on 7th March 2022 and to note any issues.
7. To approve the minutes of the Meeting of Tormarton Parish Council held on 4th April 2022 and to note any issues.
8. To receive any reports from South Gloucestershire Council Councillors.
9. To elect members to Tormarton Parish Council's Staffing Committee (3) and to agree to meet as and when required.
10. To elect representatives to the following committees:
 - a) Village Hall Committee
 - b) Village Pond Committee
 - c) Playing Field Committee
 - d) Avon Local Council's Association.
11. To consider any planning applications received (Click on the agenda item to view the application):
 - a) [P22/02640/HH - Erection of a two storey rear extension to form additional living accommodation. - Lower Cottage Dunsdown Lane West Littleton South Gloucestershire SN14 8JB.](#)
 - b) Any planning applications received after the agenda had been issued.
12. To consider the readoption of the following unchanged policies and procedures:
 - a) Standing Orders
 - b) Financial Regulations
 - c) Equality and Diversity Policy
 - d) Safeguarding Children and Young People and Vulnerable Adults Policy
 - e) Code of Conduct for Members
 - f) Grant Awarding Policy
 - g) Planning Applications Procedure
 - h) GDPR and Privacy Policy
 - i) Health and Safety Policy
13. To carry out the Annual Review of Tormarton Parish Council's Asset Register.
14. To carry out the Annual Review of Tormarton Parish Council's Earmarked Reserves.

15. To appoint an internal auditor for the financial year ending 30th March 2023.
16. Tormarton Parish Council Finance:
 - a) To receive the bank reconciliations, bank statements, income, expenditure and monthly accounts report for the financial year ending 31st March 2022.
 - b) To receive the bank reconciliation and bank statements for April 2022.
 - c) To receive the income, expenditure and monthly accounts reports for April 2022.
 - d) To consider earmarking the Community Infrastructure Levy (CIL) monies of £1682.47.
17. To review Tormarton Parish Council's Annual Report for 2021/2022 and agree to publish the report.
18. To carry out the yearly progress review of Tormarton Parish Council's Three-Year Plan, focusing on 2021/2022:
 - a) Road Safety and Road Maintenance throughout our Villages.
 - b) Planning in Our Villages.
 - c) Biodiversity in our Villages.
 - d) Community Engagement.
 - e) Community Groups.
 - f) Finance, Democracy, Governance and Development.
19. To receive updates from members on ongoing Parish issues:
 - a) Update on Traffic Order Schedule from South Gloucestershire Council.
 - b) Community Speed Watch.
 - c) Tormarton & West Littleton "Blackspots".
 - d) Tormarton Village Events Parking.
 - e) Parish Newsletter.
 - f) Majors Retreat.
 - g) Local Nature Action Plan.
 - h) A46 Car Park.
 - i) The Queen's Platinum Jubilee 2022 Event.
 - j) Any items considered urgent as directed by the Chairman or the Clerk.
20. To receive an update from the following committees:
 - a) Village Hall Committee.
 - b) Village Pond Committee.
 - c) Playing Field Committee.
 - d) West Littleton Committee.
21. To set the date of meetings of Tormarton Parish Council for 2022 and 2023 as below:
 - Monday 4th July 2022 at 7:30pm
 - Monday 5th September 2022 at 7:30pm
 - Monday 3rd October 2022 at 7:30pm
 - Monday 7th November 2022 at 7:30pm
 - Monday 5th December 2022 at 7:30pm
 - Monday 6th February 2023 at 7:30pm
 - Monday 6th March 2023 at 7:30pm
 - Monday 3rd April 2023 at 7:30pm
 - Monday 15th May 2023 at 7:30pm.