

OAKE PARISH COUNCIL

The next Oake Parish Council Meeting will be held on Thursday 11th February 2016, commencing at 7.00pm in the Oake Hall for the purpose of transacting the following business:

Signed by Clerk: *Jill Loader*

Date 7th February 2016

The Public are welcome to attend. If any member of the public wishing to attend the meeting has special requirements please contact the Clerk Mrs Jill Loader 01823 400801 Email: jill_loader@yahoo.co.uk

AGENDA

1. **PUBLIC SPEAKING TIME** (3 Minutes each)
2. **APOLOGIES**
3. **DECLARATIONS OF INTEREST/DISPENSATIONS**
4. **MINUTES:** To sign and approve the Minutes of the Parish Council Meeting held on the 14th January 2016 (Copies circulated to Councillor's).
5. **MATTERS ARISING FROM PREVIOUS MEETING MINUTES:**
 - a) WI Centenary Celebration – FD – update
 - b) Bus Shelter repairs – update on quotes
6. **MATTERS OF REPORT:**
 - a) Police Report
 - b) Shop management committee report
 - c) Village Hall Committee report
 - d) TDBC – Cllr Roger Habgood - report
 - e) SCC – Cllr James Hunt – report
7. **ITEMS FOR DISCUSSION/DECISION.**
 - a) Somerset Community Foundation – draft Memorandum of Undertaking to discuss
 - b) Neighbourhood Plan – reminder - meeting arranged for 23rd February 2016 6.30pm
 - c) Community Shop – Update following village survey
 - d) Draft Social Media Policy – to discuss (previously circulated)
 - e) Bradford Road,Oake Feasibility Report
8. **PLANNING APPLICATIONS RECEIVED TO DISCUSS/APPROVE**
 - a) 27/16/0003/T – application to carry out management works to two oak trees included in TDBC (Oake no. 3) Tree Preservation Order 1996 at 41 Saxon Close, Oake (TD677).
9. **FINANCE- To discuss/agree the following:**
 - a) Clerks Salary, Expenses payments – see separate sheet
 - b) Risk Assessment Schedule – annual review - previously circulated
 - c) Internal Controls Document – annual review – previously circulated
 - d) Budget vs Expenditure update
10. **CORRESPONDENCE FOR CIRCULATION:**

Suggested topics for inclusion on future agenda/Next meeting Thursday 10th March 2016 Parish Council Meeting.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.