

CROSCOMBE PARISH COUNCIL

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Dear **Member of Crocombe Parish Council**

You are hereby summoned to attend an **Ordinary Meeting on Tuesday 16 September 2025 at 7.00pm** in the **Church Rooms, Church Street** to transact the following business.

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well the right to record, film and broadcast meetings. If anyone wishes to film, photograph, or audio record this public meeting, you must inform the Clerk at least 24 hours in advance to ensure obligations under the Data Protection Act, Human Rights Act, and other legislation are met.

By Order of Linda Roslyn, Parish Clerk & RFO
11 September 2025

AGENDA

094⁽²⁵⁾ **Public Forum Session**

15 minutes will be allowed for questions and comments from members of the public.

Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where each member of the public is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider the matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

095⁽²⁵⁾ **Apologies and Reasons for Absence.**

096⁽²⁵⁾ **Declarations of any pecuniary or non-pecuniary interests from members regarding matters on the agenda.**

097⁽²⁵⁾ **Minutes for Approval**

- a) To approve and sign the minutes of the Parish Council Meeting held on 17-Jun-2025.
- b) To approve and sign the minutes of the Parish Council Meeting held on 15-Jul-2025.
- c) To approve and sign the minutes of the Extraordinary Parish Council Meeting held on 5-Aug-2025.

098⁽²⁵⁾ **Finance**

- a) To consider a request from the new Clerk to approve a bank of up to 12 extra working hours, to allow her to familiarize herself with matters pertaining to the administration for the Council.
- b) To approve the appointment of a new signatory for the Parish Council and to authorise online access to the Council's Unity Trust Account.
- c) To approve the September Monthly Accounts Statement and new invoices for payment.
- d) To approve the Q1 Budget Review to 30 June 2025.

099⁽²⁵⁾ **Clerk's Report**

To note the Clerk's Report, including main items of correspondence and matters referred.

100⁽²⁵⁾ **Somerset Council Report**

To receive an update from Cllr Lovell of Somerset Council.

101⁽²⁵⁾ **Emergency Plan (v1.0 Draft)**

To receive an overview on the status of the Emergency Plan (v1.0 draft) and to agree how to move forward with this matter.

102⁽²⁵⁾ **Working Group Updates**

- a) To receive an update from the Flood Group.
- b) To receive an update from the Orchard Group
- c) To receive an update from the Play Area Group

103⁽²⁵⁾ **Updates on Actions From Last Meeting**

104⁽²⁵⁾ **Matters of Report – Items for Next Agenda**

105⁽²⁵⁾ **Next Parish Council Meeting (PCM) Date**

To note the date of the next PCM as Tuesday 21 October 2025 in the Church Rooms.

106⁽²⁵⁾ **CONFIDENTIAL - Personnel Matters**

The Council to approve to exclude members of the public and press under provisions of the Local Government Act 1972 Sch.12a, Section 3 to discuss the appointment of a Line Manager for the Clerk.