

**NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL**

**Monday 1 April 2019 at 2000**  
**The Village Hall, Stowey Road Fivehead**

**All Members are summoned to attend the above meeting.**

Members of the public and the press are welcome to attend but are reminded that question/comment time is limited to 5 minutes per person.

*Jill Wardle*

**Jill Wardle**

**Clerk to the Council**

**27 March 2019**

**AGENDA**

1.	<b>Public participation</b> Members of the public may raise any matter relating to items on the agenda here.
2.	<b>County Councillor's Report</b>
3.	<b>District Councillor's Report</b>
4.	<b>Apologies for absence</b>
5.	<b>Minutes</b> <b>To approve</b> the minutes of the Parish Council meeting held on 4 Mar 19.
6.	<b>Declarations of Interest</b> Members should declare any interest in items on the agenda here.
7.	<b>Dispensations</b> <b>To receive and consider</b> granting dispensation requests.
8.	<b>Matters Arising from the Minutes (4 Mar 19) and Raised by Members</b> (details to follow) <ul style="list-style-type: none"> <li>a) Replacement marquee – discussion of options (eg purchase, hire) to include representatives of Playing Fields and Village Hall Committees. Also, to include a wider discussion of responsibility for Village assets (eg storage, maintenance, replacement, insurance). <b>To consider.</b></li> <li>b) HGVs and parked vehicles in the village centre – update (PB).</li> <li>c) Glendale development and Butchers Hill: <ul style="list-style-type: none"> <li>(i) <i>Action: PB to investigate getting the Pound listed.</i></li> <li>(ii) <i>Action: Clerk to contact Glendale developers re Pound restoration.</i></li> <li>(iii) <i>Action: Clerk to contact Highways re traffic calming issues on Butchers Hill.</i></li> </ul> </li> <li>d) Langford Corner: <ul style="list-style-type: none"> <li>(i) Voluntary First Registration of Langford Corner – update (Clerk).</li> <li>(ii) Turfing and planting – update (LH).</li> </ul> </li> <li>e) WW1 Memorial Seat on the Village Green – update (Clerk).</li> <li>f) Cemetery – <b>to consider</b> quotes for the surgery on the Holm Oak. <b>To note</b> fitting of new signs.</li> <li>g) Neighbourhood Watch and No Cold Calling Zone – update (KB and Clerk).</li> <li>h) <i>Action: Clerk to ask Highways about positioning a dog bin near to the field entrance down the road towards Isle Brewers.</i></li> <li>i) Grit bins – update (Clerk).</li> <li>j) Annual Parish Meeting – <b>to confirm</b> arrangements.</li> <li>k) St Catherine's Well, Lower Swell – update (PB).</li> <li>l) Litter-picking – update (KB).</li> <li>m) Dog-fouling and disposal – raised by KB.</li> <li>n) Offer by the Langford Fivehead to sponsor a Christmas Tree – update (Clerk).</li> </ul>
9.	<b>Correspondence Received</b> (details to follow) <ul style="list-style-type: none"> <li>a) From Baptist Stable Community Café re improvements to entrance - <b>to consider.</b></li> <li>b) From SSDC re information gathering on burial plot capacity to help meet the burial needs of Muslim and other faith communities – <b>to consider.</b></li> <li>c) From SALC re NALC consultation on new Code of Audit Practice - <b>to consider.</b></li> <li>d) From SALC re Digital Mapping Seminar (26 Sep 19) – <b>to consider.</b></li> <li>e) From CCS re Somerset Good Neighbours Scheme funding - <b>to note.</b></li> </ul>

10.	<b>Reports</b> a) Playing Field (PB); b) Village Hall (LH); c) SALC (NC); d) Cemetery (KM); e) Highways (JWa); f) Environment (JWa); g) Rights of Way (JWe); h) Police (JWa); i) Asset/Maintenance Check Report (KB).		
11.	<b>Planning - see <a href="http://www.southsomerset.gov.uk/planningsearch/">http://www.southsomerset.gov.uk/planningsearch/</a> for details</b> a) <b>To note</b> Application No:19/00039/FUL permitted STC. New House Farm, Stowey Road. Demolition and rebuild of a new dwelling.		
12.	<b>Finance</b> <b>To receive</b> the financial position of the Council.		
	a) Payments authorised during the previous month:		
	(i) Fivehead VH	Meeting rooms	£30
	b) Payments to be authorised:		
	(i) J Wardle	Clerk/RFO Salary	£256.08
	(ii) J Wardle	Homeworking allowance	£18
	(iii) HMRC	Clerk/RFO PAYE	£64.20
	(iv) Matravers Engineering	Angle posts for grit bins	£95.78 (inc VAT)
	(v) J Wardle	Memorial seat from Earth Anchors	£502.80 (inc VAT and shipping)
	(vi) Arien Signs	Signs for cemetery	£105.60(inc VAT)
	(vii) O C Howard	Wine for APM	£60.38 (inc VAT)
	(viii) SSDC	Grass maintenance FY18/19	£1869.02 (inc VAT)
	c) Income received during previous months:		
	(i) NatWest	Interest (Feb)	£4.21
	(ii) St Margaret's Funerals	Burial plot and interment (J Emery)	£900
	(iii) Woodlouse	Newsletter advert	£27.50
	(iv) Bluebird Care	Newsletter advert	£110
	(v) Fitness and Exercise	Newsletter advert	£27.50
13.	<b>Matters of Report, Questions and Items for the Next Meeting</b> a) Chairman b) Clerk – for next meeting (post-Election): (i) Appointment of Chair, Vice-Chair and Members to bodies/roles (ii) Review and re-adoption of policies and the reaffirmation of appointments (iii) Review of Assets, Reserves, Risk and Insurance; Annual Review of Effectiveness of the System of Internal Control; Internal Review 4 of 4 conducted by LH and Clerk; FY18/19 Annual Accounts and Annual Governance and Accountability Return (AGAR) (iv) Clerk annual review and remuneration c) Councillors		
	<b>Date of Next Meetings</b> <b>Tuesday 30 Apr 2019 at 2000</b> - Annual Parish Meeting - The Village Hall, Stowey Road, Fivehead <b>Tuesday 7 May 2019 at 2000</b> – Annual Meeting of the Parish Council -The Village Hall, Stowey Road, Fivehead		