

**NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL**  
**Monday 4 November 2019 at 1930**  
**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**

**30 October 2019**

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**AGENDA**

**1. Public participation**

Members of the public may raise any matter relating to items on the agenda here.

**2. County Councillor's Report**

**3. District Councillor's Report**

**4. Apologies for absence**

**5. Minutes**

**To approve** the minutes of the Meetings of the Parish Council held on 7 October 2019 and 29 October 2019.

**6. Declarations of Interest and Dispensations**

Members should declare any interest in items on the agenda here.

**To receive and consider** granting dispensation requests.

**7. Matters Arising from the Minutes (7 October 2019 and 29 October 2019) and Raised by Members**

a) The Pound and Butchers Hill

(i) *Action: Clerk to check with Highways on plans for Butchers Hill road markings.*

(ii) *Action (medium-term): PB to investigate getting the Pound listed.*

b) *Action (medium-term): Clerk to take advice on the process, costs and benefits of establishing ownership of Village Green.*

c) *Action (medium-term): Clerk to investigate formal procedure for Voluntary First Registration of Langford Corner.*

d) Bins: New location for litter bin and additional waste bin – update (Clerk).

e) 2019 Christmas Tree and Event (8 Dec 19) – update (KB) and **to agree Resolution** for related spend.

f) Historic Rights of Way review – update (RW).

g) Telephone kiosk restoration – update (NC).

h) Website upgrade: update (Clerk) and **to agree Resolution** to contract Town and Parish Council Websites; and **to agree** design template.

i) 75<sup>th</sup> VE Day celebrations (8-10 May 2020) – update (PB).

j) Environment Strategy and Working Group – update (RW and PB)

k) Parish Online – update (Clerk) and **to agree** privilege levels.

l) Bus service No 54 unavailability – *Action: Clerk to write to SCC and the bus company about the poor service and adverse impact on parishioners.*

m) SALC Allotments Management course (13 Nov 19) – **to agree Resolution** for course payment and to agree attendee.

n) CCS AGM and Community Buildings event – debrief (Clerk).

o) SALC AGM – debrief (NC).

p) SLCC Cemetery Management course – debrief (Clerk).

## 8. Correspondence Received

- a) From Highways re Winter Service 2019/20 inc grit availability and Snow Warden Scheme - **to consider Snow Warden Scheme.**
- b) From SSDC re Community Infrastructure Levy (CIL) payment from 18/03409/FUL Land Adj Inglefield - **to note requirements.** Consideration of how to spend the payment at item 11e.
- c) From St Margaret's Hospice re request for grant - **to consider.**
- d) From parishioner re blocked ditches and flood risk at Higher Swell - **to consider.**

## 9. Reports

- a) Playing Field (PB); b) Village Hall (LH); c) SALC (NC); d) Cemetery (KM); e) Highways (Clerk); f) Environment (Clerk); g) Rights of Way (JWe); h) Police (Clerk); i) Asset/Maintenance Check Report (JWe).

## 10. Planning - see <http://www.southsomerset.gov.uk/planningsearch/> for details

- a) **To consider** Application No 19/02672/S73 for variation of Condition 2 of permission 18/01855/FUL to allow substitution of approved plans for amendments to dwellings and garage positioning. Glendale, Butchers Hill.
- b) In the light of comments submitted to SSDC by Somerset Wildlife Trust and Environmental Health, **to reconsider** Application No 19/01965/FUL Erection of a rural worker/Travelling Showpeople's dwelling, stables, storage building, winter turnout area; and construction of access and closing up of existing access. Land OS 0048 Cathanger Lane Fivehead.
- c) **To consider** recent developments re Application No 16/05371/OUT Land opposite the Old Manse.
- d) **To note** approval STC of Application No 19/02301/TPO Tree works to walnut tree within SSDC 1993 Tree Preservation Order. Tudor Cottage, Fivehead.
- e) **To note** Application No 19/02729/FUL Alterations to two agricultural buildings with change of use to the buildings and land to D1 non-residential institution use. New House Farm, Fivehead. For consideration at additional Planning meeting at 1900 on 11 November 2019 in Baptist Chapel, Fivehead.
- f) **To note** Application No 19/01900/FUL Demolition of existing agricultural building and erection of a detached dwelling and associated works. Land OS 6790 Lower Swell, Fivehead. For consideration at meeting on 2 December 2019 (delay agreed with SSDC Planning).
- g) **To consider** request from Cherwyn Developments Ltd to attend a meeting to start dialogue about the land to the North of Ganges Close and the parish's housing need.

## 11. FY20/21 Finances - Preliminary Discussion

- a) Review cemetery charges
- b) Review newsletter advertising charges
- c) Consider possible Community Plan actions/costs inc Environmental Strategy
- d) Consider grant applications
- e) Community Infrastructure Levy – see item 8b) above.
- f) Review Risk Report and insurance renewal
- g) Consider grass maintenance contract renewal
- h) Review outline budget and Reserves

## 12. Finance

**To receive** the financial position of the Council.

- a) Payments authorised during the previous month: Nil

- b) Payments to be authorised:

- (i) J Wardle - Clerk/RFO Salary (Oct) - £269.40
- (ii) J Wardle - Homeworking allowance - £18
- (iii) HMRC - Clerk/RFO PAYE - £67.20
- (iv) J Wardle – T&S for SLCC Cemetery Management course in Bristol – 53.95
- (v) J Wardle – photocopy costs for Burial Book – £6.80
- (vi) SALC – Parish Online training (2 people) - £20
- (vii) J Wardle – printer paper (3 blocks for price of 2) - £9.98
- (viii) Baptist Chapel – meeting room (29 Oct 19) - £22

- c) Income received during the previous month:

- (i) NatWest- Interest (Sep) - £6.22
- (ii) Hamar Fencing – Newsletter advert - £27.50
- (iii) Tincknell Fuels - Newsletter advert - £55
- (iv) Arbortech - Newsletter advert - £27.50
- (v) Mike Rogers Plumbing - Newsletter advert - £27.50

- (vi) Gary Bailey - Newsletter advert - £55
- (vii) A Gardener - Newsletter advert - £27.50
- (viii) SSDC – Community Infrastructure Levy (CIL) for Land Adjacent to Inglefield (ring-fenced) - £804
- (ix) SCC – Improving Lives Grant (ring-fenced) - £770

**13. Matters of Report, Questions and Items for the Next Meeting**

- a) Chairman
- b) Clerk
- c) Councilors

**14. Date of Next Meeting**

Monday 11 November 2019 at 1900 – Planning meeting - in the Baptist Chapel, Fivehead  
Monday 2 December 2019 at 1930 in the Village Hall, Stowey Road, Fivehead