

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL
Monday 6 January 2020 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

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Clerk to the Council

1 January 2020

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 Meeting of the Parish Council held on 25 November 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 (25 November 2019) and Raised by Members

a) Cemetery:

(i) Removal of dead tree – update (Clerk)

(ii) Survey and mapping – update (Clerk)

(iii) Revised Conditions, Forms and Risk Management Policy - **to consider.**

b) *Action: Clerk to get quotes for legal advice on: (i) the process, costs and benefits of establishing ownership of Village Green; and (ii) the formal procedure for Voluntary First Registration of Langford Corner.*

c) 2019 Christmas Tree and Event (8 Dec 2019) – debrief (KB)

d) Historic Rights of Way review – update (RW)

e) Telephone kiosk restoration – update (Clerk)

f) Website upgrade – update (Clerk). *Action: Clerk to organise a meeting with VH and PF representatives to agree what content they require on the new website.*

g) 75th VE Day celebrations (8-10 May 2020) – update (PB)

h) Environment Strategy Working Group – update (RW)

i) Blocked ditches and potential flood risk at Higher Swell – update (KM)

j) Installation and movement of waste bins – update (KM)

k) Appointment of Internal Auditor – update (Clerk)

l) Honorarium for Editor for editing and producing the Parish Newsletter - raised by KB – **to consider.**

m) Gift for Webmaster in appreciation of support in maintaining Village Website - raised by KB - **to consider.**

8. Correspondence Received

a) From SALC re 'The Good Councillor's Guide to Transport Planning' – **to note.**

b) From SALC re legal update on 'Repairs to property relating to affairs of the church' – **to note.**

c) From SALC re Wellers Hedleys Legal Newsletter - **to note**

d) From Power for People re support for Local Electricity Bill - **to consider**

e) From SSDC re South Somerset Environment Strategy and Great Parish Tree Givaway - **to consider.**

- f) From SALC re consultation on Strengthening Police Powers to Tackle Unauthorised Encampments - **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 (NC)

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

- a) **To note** SSDC Area North Committee refusal of Application No 19/02246/FUL (Ridgeway – change of use to independent day school).
b) **To note** approval STC Application No 19/02717/FUL Erection of 2 dwellings with double garages and formation of access – Land to the North of Ganges Close, Fivehead.
c) **To note** approval STC Application No 19/01965/FUL Erection of rural worker/Travelling Showpeople’s dwelling, stables, storage building, winter turn-out area; and construction of access and closing-up of existing access. Cathanger Lane, Fivehead.
d) **To note** Application No 19/03256/AGN Notification of intent to construct an irrigation tank and pump house/machinery barn attached. Cathanger Lane, Fivehead. Permission not required.
e) **To note** developments on the Glendale site.
f) Advice on process/costs for preparing a Housing Needs Survey - **to consider**.

11. FY20/21 Finances

- a) Village Hall grant request inc supporting Business Plan and FY18/19 Accounts - **to consider**.
b) Draft budget and Precept for FY20/21 - **to consider**.

12. Finance

To receive the financial position of the Council.

- a) Payments authorised during the previous month:

(i) X2 Connect – telephone kiosk repair materials - £564.89 (inc VAT)

- b) Payments to be authorised:

(i) J Wardle - Clerk/RFO Salary (Nov) - £269.20

(ii) J Wardle - Homeworking allowance - £18

(iii) HMRC - Clerk/RFO PAYE - £67.40

(iv) J Wardle – HM Land Registry Register and Title Plan View - £6

(v) Parish Magazine Printing – Newsletter print (Dec) - £250.58

(vi) Village Hall – meeting rooms (4 and 25 Nov 19) - £32

(vii) SALC – Allotments Management training - £35

(viii) J Wardle – printing ink - £24.70 (inc VAT)

(ix) P Reeder – Cemetery survey mapping - £300 (inc VAT)

(x) K Beacham – Christmas Tree Event lights and glasses – £132.19 (inc VAT)

- c) Income received during the previous month:

(i) NatWest- Interest (Nov) - £5.77

(ii) Isle Valley Vets – Newsletter advert - £55

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

- a) Chairman

- b) Clerk

(i) Appoint Internal Auditor and agree Terms of Reference

(ii) Agree date and speaker for Annual Parish Meeting (April)

(iii) Passwords for the laptop and email account updated

(iv) Internal review 3 of 4

- c) Councilors

14. Date of Next Meeting

Monday 3 February 2020 at 1930 in the Village Hall, Stowey Road, Fivehead