

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL
Monday 3 February 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

Jill Wardle

Clerk to the Council

29 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 6 January 2020.

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 (6 January 2020) and Raised by Members

a) Cemetery:

(i) Advice from ICCM re responsibility of Burial Authority – **to note**.

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

d) Telephone kiosk restoration – *Action: Clerk to liaise with volunteer on potential costs for hinges and lighting, and get quotes for shelving.* Reconsideration of installation of defibrillator – **raised by Clerk**.

e) Website Accessibility Statement re disproportionate burden – **to agree**.

f) 75th VE Day celebrations (8-10 May 2020) – **update (PB)**.

g) Environment Strategy Working Group – **update (RW)**.

h) Blocked ditches and potential flood risks – **update (Clerk)**.

i) Installation and movement of waste bins – **update (KM)**.

j) Terms of Reference for Internal Auditor – **to agree**.

k) Date and speaker for Annual Parish Meeting (April) – **to agree**.

l) Passwords for the laptop and email account updated - **to note**.

m) *Action: Clerk to write to Tudor Cottage owners expressing Members concerns about the potential collapse of the wall onto the War Memorial Green and footpath.*

n) Crown Inn - possibility of nominating as an Asset of Community Value – **to consider**.

o) Good Neighbours Scheme – **update (Clerk)**.

p) Churchyard tree removal – **update (KB)**.

8. Correspondence Received

a) From SCC re Chair's Awards for Service to the Community 2020 - **to consider**.

b) From SCC re temporary road closure of A378 (3 Feb for 19 days) - **to note**.

c) From parishioner re permission to establish a traffic mirror inside churchyard wall – **to consider**.

d) From SCC and SSDC re Future of Local Government in Somerset – **to note**.

e) From Citizens Advice South Somerset re request for grant – **to consider**.

- f) From SWTC re consultation on Employment Local Development Order (LDO) for small scale industrial space – **to consider**.
- g) From Great British Spring Clean (20 Mar – 13 Apr 2020) - **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) Glendale site – update (Clerk).
- b) *Action: Clerk to obtain three quotes for a Housing Needs Survey and to investigate grant availability.*
- c) Request from developer to discuss potential of development on the paddock above Ganges Close - **to consider**.
- d) **To consider** Application No 20/00175/FUL The erection of an agricultural building to provide straw yard housing for cows and calves – Wybarn, Isle Abbotts Road, Fivehead TA3 6QH
- e) **To note** latest documents re Application No 19/02729/FUL New House Farm, Stowey Road.
- f) Neighbourhood Plan Seminar attendance (25 Feb 2020) - **to note**.
- g) SSDC Local Plan Review – Services and facilities audit survey 2020 – **to consider**.

11. FY20/21 Finances

- a) *Action: Clerk to prepare and circulate revised Budget and Reserves sheets to reflect Precept increase of 2% for approval by Members before end Jan 2020. To record approval.*

12. Finance

To receive the financial position of the Council.

- a) Payments authorised during the previous month:
 - (i) Institute of Cemetery and Crematorium Management – annual membership fee – £95
 - (ii) H Price – honorarium for newsletter Editor - £200
- b) Payments to be authorised:
 - (i) J Wardle - Clerk/RFO Salary (Dec) - £269.40
 - (ii) J Wardle - Homeworking allowance - £18
 - (iii) HMRC - Clerk/RFO PAYE - £67.20
 - (iv) J Wardle – Gift in lieu for Webmaster's services - £50
 - (v) J Wardle – cemetery grave-marking tools - £10.94 (inc VAT)
 - (vi) J Wardle – Register of Exclusive Right of Burial - £201.60 (inc VAT)
- c) Income received during the previous month:
 - (i) NatWest - Interest (Dec) - £6.22
- d) Internal review 3 of 4 - **to note**.

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

- a) Chairman
- b) Clerk
 - (i) Expense claims to be submitted by end of Feb 20.
- c) Councilors

14. Date of Next Meeting

Monday 2 March 2020 at 1930 in the Village Hall, Stowey Road, Fivehead