

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL

Monday 4 May 2020 at 1930

Virtual meeting online using Zoom

All Members are summoned to attend the above meeting.

The Parish Council is working under Emergency Operating Procedures agreed on 20 March 2020. Government Regulations now enable local councils to hold remote meetings (including by video and telephone conferencing) if they wish until May 2021. They also removed the requirement to hold an Annual Meeting of Parish Council. Members have agreed by email to online meetings only when a key decision needs to be made (eg AGAR sign off; major planning applications). All other matters will be covered by the Emergency Operating Procedures and correspondence.

Members of the Public may request an invitation to the Zoom meeting by emailing the Clerk in advance. In order to effectively manage the meeting, they will be asked to submit any matters that they wish to raise under Public Participation in advance in writing – these will be circulated to Council Members and will be read out at the meeting. Members of the Public are reminded that they should not speak during the formal Council meeting.

Jill Wardle

Jill Wardle

Clerk to the Council

29 April 2020

AGENDA

1. Public participation

Members of the Public may raise any matter relating to items on the agenda here – submitted in advance in writing to the Clerk.

2. County Councillor's Report

3. District Councillor's Report

4. Apologies for absence

5. Emergency Operating Procedures and Virtual Meeting Protocol During Covid-19 Pandemic

a) To approve

b) Postponement of Annual Meeting of the Parish Council with KB remaining as Chair and LH remaining as Vice Chair – **to approve**.

6. Minutes

To approve the minutes of the Meetings of the Parish Council held on 2 March 2020 and 20 March 2020.

7. Declarations of Interest and Dispensations

Members should declare any interest in items on the agenda here. **To receive and consider** granting dispensation requests. **To note** SALC confirmation that the apparent discrepancy in wording between the Code of Conduct and the Standing Orders (both based on NALC templates and last amended at Min 3070) is correct. As the Standing Orders take precedence, Members must withdraw from the meeting if declaring an interest. The Zoom Waiting Room function will be used if Members have to withdraw from the meeting.

8. Matters Requiring Key Decisions

a) Cemetery: review of draft map and agreement of response to SSDC re capacity and restrictions on use of available plots - **to approve**.

b) Protected Species Report from Somerset Environmental Records Centre (SOMERC) – request to purchase (£57+VAT) – raised by PB – **to consider**.

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

a) **To consider** Application No: 20/00928/FUL. The erection of 2 no. pitch-side team dugout shelters. Playing Field Stowey Road Fivehead Taunton

b) **To note** following comments from Members and a Member of the Public by email, the Clerk submitted to SSDC observations on:

- (i) Application No: 20/00233/FUL Erection of stables with 4 loose boxes and a tack room and construction of a manege (sand schooling area). – Land at North Barn Cathanger Lane Fivehead
 - (ii) Application No: 20/00716/OUT Outline application with all matters reserved for the erection of a dwelling – White Cottage Langport Road Fivehead
 - (iii) Application No: 20/00508/FUL Proposed replacement of agricultural building with new dwelling – Land West Of Appledore Smiths Lane Fivehead
 - (iv) Application No: 19/02729/FUL - New House Farm.
 - (v) Application No 16/05371/OUT - Land Opposite the Old Manse.
- c) **To note** approval STC of:
- (i) Application No: 20/00508/FUL Proposed replacement of agricultural building with new dwelling - Land West Of Appledore Smiths Lane Fivehead.
 - (ii) Application No: 20/00175/FUL Erection of an agricultural building to provide straw yard housing for cows and calves - Wybarn Isle Abbotts Road Fivehead
 - (iii) 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
 - (iv) Application No: 19/02672/S73 Section 73 application for the variation of condition 2 of permission 18/01855/FUL to allow substitution of approved plans for amendments to dwellings and garage repositioning. - Glendale Butchers Hill Fivehead
- 10. FY19/20 Annual Accounts and Annual Governance and Accountability Return (AGAR)**
- a) **To approve** the Annual Accounts for FY19/20.
 - b) **To approve** completion of AGAR Certificate of Exemption (from limited assurance review).
 - c) **To note that** the Internal Auditor's report and the AGAR for FY19/20 Sections 1 and 2 will be reviewed and approved at a virtual online meeting in June or July 2020.

11. Finance

To receive the financial position of the Council.

a) Payments authorised and unrecorded during the previous months:

- (i) Fivehead Village Hall – Meeting room (Jan) - £16
- (ii) Fivehead Village Hall – Meeting room (Feb) - £16
- (iii) Citizens Advice – Grant – £50
- (iv) SSDC – Grass maintenance FY19/20 – £1926.30 (inc VAT)
- (v) J Wardle – Clerk-RFO salary (Mar) - £269.20
- (vi) J Wardle – Homeworking allowance - £18
- (vii) HMRC – Clerk/RFO PAYE - £67.20
- (viii) Town & Parish Council Websites – Website renewal & annual hosting and support - £799
- (ix) Parish Magazine Printing – Newsletter print (Apr) - £250.58

b) Payments to be authorised:

- (i) J Wardle - Clerk/RFO Salary (Apr) - £269.40
- (ii) J Wardle - Homeworking allowance - £18
- (iii) HMRC - Clerk/RFO PAYE - £67.40
- (iv) BHIB – insurance premium - £170.35
- (v) Village Hall – grant - £1084
- (vi) Playing Fields – grant - £2773

c) Income received:

- (i) NatWest - Interest (Jan) - £5.84
- (ii) NatWest – Interest (Feb) - £5.11
- (iii) Nat West – Interest (Mar) - £5.71
- (iv) Charlotte Bly – Newsletter advert - £27.50
- (v) Hatch Green Garage – Newsletter advert - £55
- (vi) S Minty – Newsletter advert - £27.50
- (v) PCC – Newsletter advert - £120
- (vi) Ashgate Grooming – Newsletter advert - £55
- (vii) Kev's Cleaning – Newsletter advert - £27.50
- (viii) Stable – Newsletter advert - £55
- (ix) Baptist Chapel – Newsletter advert - £60
- (x) Stooks Memorials – Newsletter advert - £121
- (xi) SSDC – precept - £14972
- (xii) HMRC – VAT reclaim - £346.23

12. Date of Next Meeting

To be agreed depending on events and requirements for key decisions.