

**NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL**  
**Monday 4 January 2021 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. Members have agreed to hold online meetings using Zoom.

Members of the Public may join the meeting via Zoom (<https://zoom.us/>); or via telephone +44 203 481 5240. Meeting ID: 850 3874 3142. Passcode: 565999. When you join, please use your name. Your name will not be recorded in the Minutes. The meeting will be recorded using the Zoom facility to aid Minute writing; the recording will be deleted after the Minutes are agreed.

*Jayne Parsons*

**Jayne Parsons Clerk to the Council 29 December 2020**

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**AGENDA**

**1. Public participation**

Members of the Public may raise any matter relating to items on the agenda here – it is helpful if these are notified in advance in writing to the Clerk.

**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 December 2020 and 21 December 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. Members must withdraw from the meeting if declaring an interest and not being granted dispensation to remain in the meeting. The Zoom Waiting Room function will be used if Members have to withdraw from the meeting.

**7. Matters Arising from the Minutes (7 December 2020 and 21 December 2020) and Raised by Members**

- a) Mobile signal for The Stable/PO – update (PB).
- b) Broadband for Swell – update (PB)
- c) Housing Needs Assessment survey – **to consider quotes and gift voucher prize**
- d) Telephone kiosk restoration – **to consider quotes for shelving/lighting and gift for volunteer.**
- e) New homes on Sunnyside Park/waste disposal – update (PB).
- f) Car shelter, Ganges Hill – update (KB).
- g) Verges on Butcher's Hill – update (Clerk).
- h) Community group bid for Crown Inn – **to consider budgeting for £2.5k seed fund for Community Benefit Society and providing temporary bank account facilities via Parish Council account, until Society account is up and running.**
- i) Village newsletter – **to consider honorarium for Editor.**

- j) Appointment of internal auditor – **to consider reappointing existing or seek new auditor.**
- k) Annual Parish Meeting – **to consider** if/when this might be held for 2021.

#### **8. Correspondence Received (details emailed)**

- a) From ONS re Census 2021 and notification to the Community – to consider communication options/timing.
- b) From NHS Somerset CCG re communication to help diabetes prevention – to consider article for newsletter/website.
- c) From Spark re Somerset Covid Vaccination programme – to consider communication for volunteers to help.
- d) From SALC re training dates for Councillors – to consider.
- e) From One Somerset re final business case – to note.

#### **9. Reports**

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

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

The applications below will be considered.

- a) **20/03522/HOU** – Greenshutters, Langport Road, Fivehead - erection of a conservatory to side of dwelling (deadline for comment extended to 8 Jan 2021).
- b) **20/03087/FUL** - St Albans Farm, Stowey Road, Fivehead - demolition of three buildings and the erection of two replacement buildings (deadline for comment 13 Jan 2021).
- c) **20/03586/PAMB** - Lower Listock Farm, Fivehead, TA3 6QY - notification of prior approval for Conversion of barn to dwelling together with formation of parking and garden access.

#### **11. FY21/22 Budget**

- a) To record DPI and Dispensation for Precept.
- b) To finalise budget/precept/reserves for FY21/22.

#### **12. Finance**

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

- a) Payments authorised and unrecorded during the previous month: None
- b) Payments to be authorised:
  - (i) SALC – Training (Essential Clerk Part 2) - £30.00
  - (ii) Parish Magazine Printing – Dec newsletter - £250.58
  - (i) J Parsons - Clerk/RFO Salary - Dec 2020 - £360
  - (ii) J Parsons – Homeworking allowance - £26
  - (iii) J Parsons – Monthly Zoom licence (Jan) £14.39 (inc VAT)
- c) Income received:
  - (i) Natwest – Interest (Nov) - £0.39

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

- a) Chairman; b) Clerk; c) Councillors

#### **14. Date of Next Meeting (Online)**

Monday 1 February 2021 at 1930 via Zoom