

**NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL**  
**Monday 26 April 2021 at 1930 (to include business postponed on 12 April 2021)**  
**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 +44 131 460 1196. Meeting ID: 846 4136 5179. Passcode: 114356. 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 21 April 2021**

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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** minutes of the Meetings of the Parish Council held on 1 Mar 2021 and 15 Mar 2021.

**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 (1 Mar 21 and 15 Mar 21) and Raised by Members**

- a) Difficulties with SSDC Planning/Enforcement reporting and responses – review (All)
- b) Feedback to Glendale agent – review (All)
- c) Housing Needs Assessment survey – update (PB)
- d) Local government reorganisation event (8 April 21) – update (KB)
- e) Save our Crown – update (PB)
- f) The Pound repairs/transfer of ownership – update (Clerk)
- g) Churchyard wall repairs – update (Clerk)
- h) Broadband for Swell – **to consider** draft letter to David Warburton (PB)
- i) Mobile signal for The Stable/PO – update (PB)
- j) Telephone kiosk restoration – update (Clerk)
- k) Annual Parish Meeting (via Zoom) – 29 April 2021 – update (KB)
- l) Langford Close – update (Clerk)
- m) Car shelter, Ganges Hill – **to consider** next steps (All)

- n) SCC Improving Lives grant - parish walks – update (PB)
- o) Flag for Somerset Day (11 May) - update (Clerk)
- p) Maintenance of waste bin – update (Clerk)
- q) Cemetery - removal spoil/reseeding – update (Clerk)
- r) Year-end accounts and audit training (via SALC) for Clerk – **to consider** payment - £30

## 8. Correspondence Received (details emailed)

- a) **To consider** response to Government consultation on remote meetings (by 16 June 21) and via SSDC (by 28 May 21)
- b) **To note** update and price increase from April 21 from Parish Magazine printing
- c) **To consider** suggestions for funding ‘Unknown Tommy’ for village for VE day (8 May 21)
- d) **To consider** action needed for Great British Spring Clean campaign (28 May – 13 June 21) and to discuss litter concerns raised by parish volunteer

## 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 (BF)

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

The applications below will be considered.

- a) **To review 19/01900/FUL** – reported breach at White Gables, Swell Lane, Fivehead
- b) **To note permitted STC 21/01087/NMA** – Non Material Amendment to approved application 20/03087/FUL St Albans Farm, Stowey Road, Fivehead, TA3 6PP - to change metal sheeting on the walls to Yorkshire boarding & to make changes to the doors in the gable ends
- c) **To note approval STC - 20/03707/FUL** – application for The Playing Field, Stowey Road, Fivehead - erection of 2 pitch-side dugout shelters (re-submission of 20/00928/FUL)

## 11. 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) Village Hall grant FY21/22 – £960
  - (ii) Playing Field grant FY21/22 - £2824.50
  - (iii) J Parsons – Clerk/RFO – Salary (Mar) - £480
  - (iv) J Parsons – Homeworking allowance (Mar) - £26
  - (v) J Parsons – Monthly Zoom licence (Apr) - £14.39 (inc VAT)
  - (vi) J Parsons – Norton antivirus software annual update - £13.77 (inc VAT)
  - (vii) J Parsons – Screwfix voucher for HNA prize - £50
  - (viii) J Parsons – Currys voucher for kiosk volunteer - £50
  - (ix) Parish Magazine Printing – Newsletter print (Apr) - £274.90
  - (x) Town and Parish Council website – annual hosting 21/22 - £300
  - (xi) SALC – Planning training (BF) - £25
  - (xii) SSDC – Grass maintenance FY20/21 - £1455.94 (inc VAT)
- c) Income received:
  - (i) NatWest Interest (Feb) - £0.34
  - (ii) NatWest Interest (Mar) - £0.39
  - (iii) Vine Wine Ltd – Newsletter advertising - £55
  - (iv) Woodlouse Ltd – Newsletter advertising - £27.50
  - (v) Ashgate Grooming – Newsletter advertising - £55
  - (vi) S Minty – Newsletter advertising - £27.50
  - (vii) Fivehead Baptist Church - Newsletter advertising - £60
  - (viii) Kev’s Cleaning – Newsletter advertising - £27.50
  - (ix) St Martin’s Church – Newsletter advertising – £120
  - (x) Greenshutters - Newsletter advertising - £55

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

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

## 13. Date of Next Meeting (Online)

Tuesday 4 May 2021 at 1930 via Zoom