

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL
Tuesday 8 June 2021 at 1930
The Playing Field, Stowey Road, Fivehead

All Members are summoned to attend the above meeting.

Members of the Public and the press are welcome to attend, but we would request that you notify the Clerk by Monday 7 June 2021; please note that question/comment time is limited to 3 minutes per person to minimise the meeting duration whilst guidance for face-to-face contact is still in place. **Please bring your own seating/umbrella as this meeting will take place outdoors.** There will be no paper documents circulated.

Jayne Parsons

Jayne Parsons Clerk to the Council 2 June 2021

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 Meeting of the Parish Council held on 4 May 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.

7. Matters Arising from the Minutes (4 May 21) and Raised by Members

- a) Cemetery matters – i) **to consider** future application for Memorial for Tucker, to be accepted where ERB document is not available; ii) **to consider** application to erect Memorial for Walters (design circulated); iii) **to note** application accepted by KB/LH/JP under Emergency Operating procedure for business continuity, for joint burial rights for ashes plot for Swinburn, where second applicant lives outside Parish. iv) **to consider** updating notice for interment timescales from minimum of 3 days to minimum of 10 days (to allow for new ERB applications and payments to be completed prior to this if necessary). v) **to note** spoil removal completed and seeded with grass only. vi) **to consider** if wooden Cemetery sign should be replaced, restored or removed
- b) Flooding/drainage matters – i) **To review** water running from pipe near Sunnyside Park; ii) **To review** works at Hennicks to consider potential flood risk to households; iii) **To note** new pipe installation by local farmer in Swell reported to SCC Flood Risk Man Team (24 May 21) to investigate flood risk to residential properties; iv) **To note** flooding on Butcher's Hill/floor of Pound reported again to Highways (24 May 21) for consideration for rodding
- c) Difficulties with SSDC Planning/Enforcement reporting and responses – **to consider** follow up now that SSDC Planning Lead has been replaced
- d) Housing Needs Assessment survey – update (PB)

- e) The Pound – i) **to consider** tender approach for repairs; ii) **to consider** approach to transfer of ownership.
- f) Churchyard wall – i) **to consider** costing/approach to weed damage; ii) **to consider** tendering repair work at future meeting
- g) Telephone kiosk restoration – **to consider** next steps for launching book exchange
- h) Information Commissioner – **to authorise** annual data protection payment via Direct Debit in July 21 - £35
- i) Approach for future meetings – **to review** (KB)

8. Correspondence Received (details emailed)

- a) **To note** thanks received from the Village Hall Committee, for the grant received to assist with insurance costs from April - Sept 2021 to help support business recovery

9. Reports - to note deferred to July 2021 or dealt with in Matters arising

- 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 (NC)

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

The applications below will be considered.

- a) **To note 21/01641/DOC** - discharge of condition No.07 (scheme of contamination), No.08 (planting) and No.09 (bat and bird) of planning application for 20/01271/FUL, Thane Barn Cathanger Lane Fivehead – decision issued 19 May 21
- b) **To review 20/01196/DOC / 19/02672/S73 / 20/03631/S37A / 18/01855/FUL** – applications, discharge conditions and Council response for Glendale, Butcher's Hill, Fivehead and **to consider** actions required to prepare for deferred Area North meeting to June 21

11. Finance

To receive the financial position of the Council.

- a) Payments authorised and unrecorded during the previous month:
 - (i) Willoway Landscaping Services – Cemetery spoil removal – 50% advance - £397.50 (inc VAT)
 - (ii) Willoway Landscaping Services – Cemetery spoil removal – 50% balance - £397.50 (inc VAT)
- b) Payments to be authorised:
 - (i) J Parsons – Clerk/RFO – Salary (May) - £480
 - (ii) J Parsons – Homeworking allowance (May) - £26
 - (iii) J Parsons – Monthly Zoom licence (June) - £14.39 (inc VAT)
- c) Income received:
 - (i) NatWest Interest (Apr) - £0.43
 - (ii) SSDC - CIL payment (Glendale) - £1512
 - (iii) HMRC – VAT reclaimed Mar 20-Feb 21 - £680.45
 - (iv) Forsey & Son – Newsletter advertising - £110
 - (v) Logic – Newsletter advertising - £55
 - (vi) Waggytails – Newsletter advertising - £27.50
 - (vii) MPW Garden Services – Newsletter advertising - £27.50

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

- a) Chairman
- b) Clerk – to receive Internal Auditor's Report and sign off AGAR Annual Governance Statement and Accounting Statements by 30 June 2021
- c) Councillors

13. Date of Next Meetings

Finance Meeting, June 2021 - date, venue and time tbc

Council Meeting, Monday 5 July 2021 at 1930 - venue tbc