

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL
Monday 3 April 2023 at 1830
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 we would request that you notify the Clerk by 9am on Monday 3 April 2023. There will be no paper documents circulated.

Jayne Parsons

Jayne Parsons

Clerk to the Council

29 March 2023

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. Apologies for absence – Councillor B Ferguson

4. Minutes

To approve minutes of the Meetings of the Parish Council held on 13 March 2023.

5. 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.

6. Matters Arising from the Minutes (13 Mar 23) and Raised by Members

- a) Councillor resignation – notice of vacancy – **to consider** draft advert for co-option if no election required after 11 April 23 (KB)
- b) Bradon Fruit Farm –update
- c) **To consider** Playing Field grant application for FY23/24 (All)
- d) Dog waste in ditches on Cemetery Road
- e) St Martin's Close – pavement checks (KB/DB)
- f) Insurance for Parish Volunteer Groups (RW)
- g) Coronation plans – Big Lunch/Big Help Out (KB/DB)
- h) SALC Internal Audit training (27 Mar) - update (CM)
- i) Local Community Network – update
- j) Grass maintenance FY22/23 – credit note (£1254.40 inc VAT) received for missed cuts
- k) Annual Parish Meeting – proposed date (23 May)
- l) Somerset Emergency Community Contact – **to consider** role for Parish (All)
- m) Clerk's hours/overtime (from April 23)

7. Correspondence Received (details emailed)

- a) From SALC, notification of AGM on Sat 29 April, two representatives may attend at Edgar Hall, Somerton, 10-3pm
- b) From SSDC, litter/dog waste bin review service offered until 29 April 23
- c) From SSDC, notification of non-domestic Rate Bill issued for Cemetery on 10 Mar 23 as zero

8. Reports

- a) Playing Field/Village Hall (merger update) (KB); b) SALC (All); c) Cemetery (LH); d) Highways (Clerk); e) Environment (RW/DB); f) Rights of Way (Clerk for MB); g) Police (Clerk); h) Asset/Maintenance Check Report (BF)

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

The applications below will be considered.

- a) **23/00490/HOU** – Cathanger Manor, Langport Road, Fivehead - erection of 8m fibreglass flagpole with internal halyard – comments by 4 April 23
- b) **To note – 23/00548/NMA**- Lower Listock Farm, Fivehead, TA3 6QY – Non Material Amendment to approved application 21/01614/FUL to Confirm External Materials only Described in Original Planning Statements.

10. Finance

To receive the financial position of the Council.

- a) Payments authorised and unrecorded during the previous month:
 - (i) Arb Resolution – tree trimming in St Martin’s Churchyard - £264 (inc VAT)
- b) Payments to be authorised:
 - (i) St John’s Ambulance – grant to support local services under s137 (Min 4415a) - £50
 - (ii) SSDC - Grass maintenance contract for year ended 31 March 2023 - £774.84 (inc VAT)
 - (iii) SALC – Employer training (KB) 6 Mar 23 - £25
 - (iv) SALC – Councillor Part 2 Finance training (CM) 6 Mar 23 - £25
 - (v) J Parsons – HP Envy Printer (Currys) - £59.99 (inc VAT)
 - (vi) J Parsons – Clerk/RFO – Salary (Mar) - £548
 - (vii) J Parsons – Homeworking allowance (Mar) - £26
- c) Income received:
 - (i) NatWest – Interest (Feb) - £37.37
 - (ii) Taunton Funeral Service – Burial of K Kingsbury - £730
 - (iii) G Rogers – Ashes interment fee – H Maisey - £200
 - (iv) Curry Rivel School – Newsletter advertising - £220 (CHQ)
 - (v) Kev’s Cleaning Services – Newsletter advertising - £28.50
 - (vi) The Stable – Newsletter advertising - £85
 - (vii) Vine Wine Ltd – Newsletter advertising - £57.75
- d) **To note** - Pensions re-declaration completed 13 Mar 23 (date of re-enrolment 28 Oct 22)

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

- a) Chairman
- b) Clerk – for next meeting: i) Appointment of Chair, Vice-Chair and Members to bodies/roles; ii) Review and re-adoption of policies; iii) Review of Assets, Reserves, Risk and Insurance, Annual System of Control, Internal Review 4 of 4 (LH/Clerk); iv) FY22/23 Annual Accounts and Annual Governance and Accountability Review (AGAR); v) CIL payment follow-up – Stillbrook Development
- c) Councillors

12. Date of Next Meeting

Tuesday 2 May 2023 at 1830 at Village Hall, Stowey Road, Fivehead