

**NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL**  
**Monday 3 July 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 July 2023. There will be no paper documents circulated.

*Jayne Parsons*

**Jayne Parsons Clerk to the Council 27 June 2023**

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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. Somerset Councillors' Report**

**3. Apologies for absence**

**4. Minutes**

**To approve** Minutes of the Meetings of the Parish Council held on 5 June and 7 June 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 (5 June / 7 June 2023) and Raised by Members**

- a) LCN Community Network (launch meeting 19 June) – update (LH)
- b) Village Green post repairs – **to consider** costing from DB/next steps
- c) Coronation commemorative piece– **to consider** planter options/costing from DB
- d) Annual Parish Meeting – **to authorise** expenses payment (£18) for refreshments on 23 May 23 (resolution missing from Min 4453i)
- e) Fivehead Fixers – i) Fingerposts – update (DB); ii) War Grave – maintenance update (DB); iii) Litter – proposed communication to local companies (Clerk); iv) Free litter picker received, to be added to Asset Register (DB/Clerk)
- f) School buses on Butcher's Hill (Clerk)
- g) Pound / Church wall repairs – update/next steps
- h) Parish Online – free one-year subscription received from BHIB, to June 24 (Clerk)
- i) Grass maintenance – quarterly update (DB/Clerk)
- j) ICCM photography entry – deadline 30 July 23 (Clerk)
- k) IT password update (Clerk)
- l) CIL payment – Land opposite The Old Manse – update/next step
- m) Speeding in the village / Speed Indicator Device / other CIL-funded projects – next steps

## 7. Correspondence Received (details emailed)

- a) From SALC, notification of extended duty on public authorities in England to have regard to conserving biodiversity as part of their policy and decision making, including Government guidance on how to comply through agreeing policies and objectives, with a first consideration of what action to take for biodiversity by 1 Jan 24 (also see 7b).
- b) From Somerset Wildlife Trust, a new Climate Adaptation Toolkit for communities sent to every TC/PC in Somerset to help identify key climate risks, concerns and actions that can help us adapt/ to form an action plan.
- c) From PKF Littlejohn (14/6/23), notification of exempt status (from limited assurance review) logged for year ended 31 March 2023.

## 8. Reports

- a) Playing Field / Village Hall (BF); b) SALC (CM/RW); c) Cemetery (LH); d) Highways (Clerk); e) Environment (DB); f) Rights of Way (Clerk for MB); g) Police (Clerk)

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

The applications below will be considered.

- a) **23/01308/HOU** – Wybarn, Isle Abbots Road, Fivehead, TA3 6QH - proposed two storey side extension (part replacement) and rear dormers to dwelling and replacement double garage with office space above – comments by 5 July.
- b) **23/01404/S73** - Stowey Farm, Stowey Road, Fivehead, TA3 6PR - S73 application to vary condition 2 (approved plans) to allow alterations to design of approved garage/car port and garden room, in relation to planning approval 21/03383/HOU for proposed alterations to the house and erection of a replacement conservatory. The erection of a detached garage/workshop/carport building. Demolition of a garage and erection of a replacement building. Associated external works – comment by 5 July.
- c) **23/01400/S19** - Stowey Farm, Stowey Road, Fivehead, TA3 6PR - S19 application to vary condition 2 (approved plans) to allow for the design of garden room to be adjusted, in relation to planning approval 21/03384/LBC for proposed alterations to the house and erection of a replacement conservatory. The erection of a detached garage/workshop/carport building. Demolition of a garage and erection of a replacement building. Associated external works.
- d) **22/03272/S73A** – Fivehead Court (Land Opposite the Old Manse – 21/00268/FUL) – **to note** follow up with Natural England to share consultation response from Somerset Ecology Services (objected due to missing surveys) and liaising with SES with regards suspected breach of dormice licence being investigated by NE.
- e) **23/01207/FUL** - Stowey Farm, Stowey Road, Fivehead, TA3 6PR – proposed Tractor, Tools and Equipment store - **to note permitted STC**.
- f) **23/01045/HOU** – 3 Glendale, Butchers Hill, Fivehead, TA3 6PD – installation of PV array and erection of shed for garden/log store use (part-retrospective) – **to note permitted STC**

## 10. Finance

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

- a) Payments authorised and unrecorded during the previous month:
  - (i) Parish Magazine Printing – Newsletter printing (June) - £347
- b) Payments to be authorised:
  - (i) Village Hall – Small meeting room fee (June) - £16
  - (ii) C Perrin – Internal Audit fee - £96 inc VAT
  - (iii) SALC – Cemetery Management Training (for Clerk) - £30
  - (iv) D Braddock – Paint for signposts (Amazon) - £43.98
  - (v) J Parsons – Clerk/RFO – Salary (June) - £548
  - (vi) J Parsons – Homeworking allowance (June) - £26
- c) Income received:
  - (i) NatWest Interest (May) - £68.86
  - (ii) Forsey & Son – Newsletter advertising - £115
  - (iii) H Buchan – Newsletter advertising - £28.50
  - (iv) Bawden Cleaning – Newsletter advertising - £28.50

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

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

**12. Date of Next Meeting**

Monday 7 August 2023 at 6.30pm, Fivehead Village Hall