

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL
Monday 5 February 2024 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 5 February 2024. There will be no paper documents circulated.

Jayne Parsons

Jayne Parsons Clerk to the Council

31 January 2024

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 Meeting of the Parish Council held on 8 January 2024.

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 (8 Jan) and raised by Members

- a) Local Community Network (Teams meeting 15/01/24) – update (LH)
- b) Playing Field/Village Hall – merger update (KB)
- c) Garden of Remembrance – i) **to consider** ERoB application (R9); ii) **to note** plot reservation (R8)
- d) Drainage/ditch maintenance – i) flood survey (DB); ii) **to consider** next steps
- e) Village Green post replacement – i) update (DB); ii) **to authorise** any overspend for brackets; iii) **to authorise** payment for works completed by Evergreen Garden & Tree Services, to be made by Clerk once sign-off agreed - c£161
- f) Fivehead Fixers - future projects/finger post grant request - CPRE (£70) (DB)
- g) Tool box/hand tools – **to note** receipt of donated box and tools / update asset register (value £25)
- h) Chapter 8 training update (29 Feb) (Clerk)
- i) Crane enquiries – follow up with Planning South (Clerk)
- j) Planning comments – follow up with Planning South (Clerk)
- k) Internal audit – i) **to consider** appointment of C Perrin as Internal Auditor for 23/24 audit and draft terms of reference; ii) **to note** exemption from external review by External Auditor will not be possible for 23/24
- l) Staffing meeting (2 Feb) – **to consider** carry forward of Clerk's leave from 21/22 and 22/23
- m) Office costs - **to consider** £1 p/m price increase for HP instant ink increase to £3.99 wef 18 Feb
- n) Church wall / Pound repairs – i) Progress update from G Gale / tile; ii) **to authorise** payment for completed works, to be made by Clerk once sign-off agreed; iii) Pound history/Infographic sign (DB)
- o) Annual Parish Meeting arrangements (KB)

7. Correspondence Received (details emailed)

- a) From H Price, Parish magazine editor - thanks received for honorarium for services in 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); h) Asset check – report Mar 24

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

The applications below will be considered.

- a) **24/00260/AGN** - Land OS4900 and 3100, West Of Green Lane, Langport Road, Fivehead - notification of intent to erect a steel portal framed agricultural building to be used for secure storage of agricultural machinery, tools and equipment.
- b) **23/00987/LBC** - Cathanger Manor, Gatehouse, Langport Road, Fivehead, TA3 6PT - repairs and alterations to the existing roof covering and walls and restoration of window openings at The Gatehouse, Cathanger Manor – **to note – approved STC**

10. Finance

To receive the financial position of the Council.

- a) Payments authorised and unrecorded during the previous month:
 - (i) Village Hall – Small meeting room (Dec) - £18
- b) Payments to be authorised:
 - (i) Parish Magazine Printing – Newsletter printing (Feb) - £347
 - (ii) J Parsons – Clerk/RFO – Salary (Jan) - £598
 - (iii) J Parsons – Homeworking allowance (Dec) - £26
- c) Income received:
 - (i) NatWest Interest (Dec) - £75.13
 - (ii) M Braddock – Defibrillator quiz donation - £54
 - (iii) J Farrow – Pre-purchase of plot (75B) - £315
 - (iv) Somerset Council – CIL payment (Fivehead Court) - £723.83
 - (v) Somerset Council – Newsletter advert (Curry Rivel School) - £230

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

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

12. Date of Next Meeting

Monday 4 March 2024 at 6.30pm, Fivehead Village Hall