

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL

Monday 4 April 2022 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 4 April 2022; please note that Members have opted to continue with social distancing to protect those who are more vulnerable. There will be no paper documents circulated.

Jayne Parsons

Jayne Parsons Clerk to the Council 30 March 2022

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 7 March 2022.

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 (7 March 22) and Raised by Members

- a) Bradon Fruit Farm visit - update (KB)
- b) Churchyard maintenance – i) Conifers; ii) Church wall repairs (KB/Clerk)
- c) Defibrillator installation/book exchange (BF/Clerk)
- d) Meeting update – Highways, 15 March 22 (KB/Clerk)
- e) Meeting update – Village Hall and Playing Field Committees, 23 March 22 (KB/BF)
- f) Handover of Councillor Brett's duties (All)
- g) Internal auditor/approve Statement of Control for 2022 (All)
- h) Jubilee celebrations update and budget approval (KB)
- i) Debris at Lower Swell (All)
- j) Parish Meeting – **to consider** date/approach for 2022 (All)
- k) Bin maintenance/bus shelter (Clerk/NC)
- l) Local support for Ukrainian refugees – proposal from Village Hall (BF/All)
- m) Elections/Councillor vacancy (All)

8. Correspondence Received (details emailed)

- a) From NALC via SALC – briefing on Ukraine and Councils' role.
- b) From NALC via SALC – request for small Parish Councils to consider what support the Smaller Councils' Committee might be able to give – suggestions by 30 April 22.
- c) From Harry Price – thank you for honorarium received for newsletter services in 2021.
- d) From Village Hall Committee – thank you received for confirmation of the grants to be provided in the Council's new financial year (total - £597), towards the new installation and running costs of Wi-Fi for the Village Hall venue.
- e) From resident – request to consider restoration of four village fingerposts from CIL monies.
- f) From PKF Littlejohn – to note 2021/22 AGAR instructions received from external auditor.
- g) From BBC Radio Somerset – information on Make a Difference Awards – nominations invited until 29 April 22.

9. Reports

- a) Playing Field (BF); b) Village Hall (BF); c) SALC (NC); d) Cemetery (KM); e) Highways (Clerk);
- f) Environment (RW/KB for Dave Braddock); g) Rights of Way (Clerk for Mary Braddock); h) Police (Clerk);
- i) Asset/Maintenance Check Report (RW)

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

The following applications will be considered:

- a) **Update - 21/00135/FUL** – Land opposite Old Manse, Stillbrook Road, Fivehead - suspected unauthorised removal of hedging and copse in land adjacent to the development site
- b) **To note - 22/00516/COL** – Land opposite Old Manse, Stillbrook Road, Fivehead – Application for a Lawful Development Certification for the proposed erection of 2 x single garages to serve plot 3 and 4, Fivehead Court as additional parking
- c) **To note - 21/03844/S73A** - Land OS 6790 Lower Swell - Application to vary condition 02 of planning permission ref 19/01900/FUL – **approved STC**

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) SSDC – Annual grass maintenance for FY21/22 - £1126.32 (inc VAT)
 - (ii) Village Hall – Small meeting room fees (Mar) - £16
 - (iii) J Parsons – Clerk/RFO – Salary (Mar) - £489.60
 - (iv) J Parsons – Homeworking allowance (Mar) - £26
- c) Income received:
 - (i) NatWest Interest (Feb) - £0.39
 - (ii) Isle Valley Vets – Newsletter advert - £55
 - (iii) Vine Wine Ltd – Newsletter advert - £55
 - (iv) Greenshutters – Newsletter advert - £55
 - (v) Beehive Self Storage – Newsletter advert £55
 - (vi) Ashgate Grooming – Newsletter advert - £55
 - (vii) Kev's Cleaning Service – Newsletter advert - £27.50
 - (viii) Fivehead Baptist Church – Newsletter advert - £60
- d) Internal control – 3 of 4 (LH/Clerk)
- e) Review of spend against budget at end of FY21/22

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

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

13 Date of Next Meeting

Monday 9 May 2022 at 1830, Village Hall, Stowey Road, Fivehead