

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL

Monday 9 January 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 5 December 2022. There will be no paper documents circulated.

Jayne Parsons

Jayne Parsons

Clerk to the Council

4 January 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. District Councillor's Report

4. Apologies for absence

5. Minutes

To approve minutes of the Meetings of the Parish Council held on 5 December 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 (5 Dec 22) and Raised by Members

- a) Effluent from wastepipe south of Sunnyside Park
- b) Village Hall/Playing Field merger - update (KB)
- c) Lifted drain on Isle Brewers Road (All)
- d) Cemetery – burial enquiries/memorial inscription (Clerk)
- e) St Martin's Churchyard – i) Update on actions identified in quinquennial report; ii) **To consider** advice/quotation received for maintenance of Yew tree in centre of churchyard (All)
- f) Grass maintenance – **to review** contract and **consider** fixed 2% percentage increase for FY23/24 under 3-yr contract agreed Dec 20 (All)
- g) Grant request from Community Council Somerset – Taunton Crisis Fund – **to consider** further information received and award of grant funding
- h) Newsletter price increase – **to consider** 10% price increase for future printing of newsletter from January 2023 requiring overspend on budget line 45 (estimated £32.50 per issue)
- i) Litter picking equipment/volunteers update (DB) – **to consider** purchase of 10 bag opening rings for litter collecting (approx £70) (All)
- j) Insurance cover for general volunteer work – to review guidance from BHIB on use of volunteers
- k) CIL – follow-up of outstanding monies for Stillbrook Road development

8. Correspondence Received (details emailed)

- a) From Parish magazine editor – thank you for honorarium granted for newsletter services in 2022.

9. Reports

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

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

The applications below will be considered.

- a) **22/03283/HOU - Swallows Drift, Islemoor Road, Fivehead** - installation/reconfiguration of rooflights to the roof of the dwellinghouse and detached garage (part-retrospective) – deadline for consultation extended to 11 Jan 2023
- b) **To note – 22/03358/DOC1** - Land OS 6790 Lower Swell, Fivehead - discharge of condition No. 4 (Ecological Report) of Planning Application 21/03844/S73A – waiting decision
- c) **To note - update** submitted to SSDC Planning Enforcement on 21/12/22 - 22/00324/ENF - Land off Isle Abbots Road, Fivehead

11. FY23/24 Finances/budget

- a) **To consider** VH grant application
- b) **To consider** PF grant application
- c) **To consider** draft budget and precept for FY23/24

12. Finance

To receive the financial position of the Council.

- a) Payments authorised and unrecorded during the previous month:
 - (i) Parish Magazine Printing – Newsletter printing (Dec) - £325.13
- b) Payments to be authorised:
 - (i) H Price – Editor's honorarium for newsletter (Jan-Dec 2022) - £200
 - (ii) J Parsons – Clerk/RFO – Salary (Dec) - £521.16
 - (iii) HMRC - Clerk/RFO PAYE - £26.84
 - (iv) J Parsons – Back pay for salary increase (£1 per hour) from April 22 – Oct 22 - £270
 - (v) J Parsons – Overtime for AGAR/finance work (10 hours approved Nov 22) - £134.50
 - (vi) J Parsons – Homeworking allowance (Dec) - £26
 - (vii) Stable A/C Utilities – refund due to payment by error - £35.79
- c) Income received:
 - (i) NatWest – Interest (Nov) - £31.27
 - (ii) R Turvey - Ensors Accountants – Pound transfer of ownership - £600 (inc VAT)
 - (iii) Beehive Self Storage – Newsletter advertising - £55
 - (iv) Memorial fee – Stones (Balmer) - £380
 - (v) Stable A/C Utilities – payment received by error - £35.79

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

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

14. Date of Next Meeting

Monday 6 Feb 2023 at 1830 at Village Hall, Stowey Road, Fivehead