

NOTICE OF MEETING OF FIVEHEAD PARISH COUNCIL

Monday 1 June 2026 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 1 June 2026. There will be no paper documents circulated.

Jayne Parsons

Jayne Parsons

Clerk to the Council

27 May 2026

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

Councillor B Ferguson

4. Minutes

To approve Minutes of the Annual Meeting of the Parish Council held on 11 May 2026

5. Declarations of Interest and Dispensations

To receive and consider granting dispensation requests. Members should declare any interest in items on the Agenda here. 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 (11 May) and raised by Members

- a) Annual Parish Meeting – **to consider** any matters arising (29 May)
- b) Wooden structure on land off of A378 (26/00011/ENF)
- c) **To consider** purchase 6 bags of compost for new planter under noticeboard - **£66** (inc VAT)
- d) **To consider** purchase 3 bags of bark for Garden of Remembrance - **£36** (inc VAT)
- e) **To consider** purchase red gloss paint for telephone box - **£26** (inc VAT)
- f) **To consider** purchase battery jigsaw - **£150** (inc VAT); sander - **£130** (inc VAT); and multi-tool - **£155** (inc VAT), for general tasks and paint stripping, from Grounds and Maintenance Reserve
- g) **To authorise** annual Data Protection fee to be paid via direct debit - **£47**
- h) Changeover to .gov councillor emails
- i) **To consider** approval of additional pages for May HP Instant, for immediate payment - **£5.99**

7. Correspondence Received (details emailed)

- a) From Somerset Council, invitation to join online update on the Local Plan, 10 June, 4pm
- b) From Somerset Council, review of polling stations, questionnaire to be completed by 5 June
- c) From NALC, invitation to complete survey for future of sector as part of strategic review, by 5 June

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

No further planning applications for consideration

9. FY25/26 Annual Governance and Accountability Return (AGAR) Part 3

- a) **To consider** the Internal Auditor's Report for FY25/26 and recommendations
- b) **To approve** the AGAR for FY25/26 Section 1 (Annual Governance Statement)
- c) **To approve** the AGAR for FY25/26 Section 3 (Accounting Statements)
- d) **To approve** redaction of the signatures on the web version of the AGAR to protect the signatories from 'specific and identifiable threats' of identity theft and GDPR concerns
- e) **To approve** the proposed period for the exercise of public rights – Fri 5 June to Thurs 16 July 2026 inclusive

10. Reports

- a) Village Hall & Playing Field CIO (MK); b) SALC (CM); c) Cemetery (LH); d) Highways (Clerk);
- e) Environment (DB); f) Rights of Way (Clerk for MB)

11. Finance - to receive the financial position of the Council

- a) Payments authorised and unrecorded during previous month:
 - (i) Clear Councils – annual insurance renewal - £377.57
 - (ii) ICCM – annual membership 26/27 - £110
- b) Payments to be authorised:
 - (i) Village Hall – donation for first aid cover for fete (4/7) - £175 – under S137 (Min 4891f)
 - (ii) J Parsons – Clerk/RFO – Salary (May) - £643.20
 - (iii) HMRC – Employer NI (May) - £33.93
 - (iv) J Parsons – Homeworking allowance (May) - £26
 - (v) J Parsons – HP Instant Ink (May) - £5.99 (inc VAT)
- c) Income received:
 - (i) NatWest – Interest (Apr) - £58.12
 - (ii) Sean Oaktree – Newsletter advertising - £30
 - (iii) The Carpet Shed – Newsletter advertising - £60
 - (iv) M Braddock – Defib donation - £15
 - (v) A J & L A Chedzoy – Burial plot (pre-purchase B62) - £350
- d) Internal Control 1 of 4 completed by LH/MK

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

- a) Chairman; b) Councillors; c) Clerk – review of Clerk's hours/holiday; no cold calling leaflets

13. Date of Next Meeting

Monday 13 July 2026 at 6.30pm, Fivehead Village Hall