



Queen Camel Parish Council

COUNCILLORS: You are **SUMMONED** to attend a **MEETING** of the **PARISH COUNCIL** to be held in the Marples Room of the Memorial Hall on **Monday, 8 June 2015 at 7.30pm**

AGENDA

1. Welcome, introduction & apologies for absence
 2. Public Session
 3. Election of Vice Chairman – brought forward from May
 4. Co-option of Councillors to fill Casual Vacancies
 - 4.1 Record of receipt of JC's Acceptance of Office
 - 4.2 To agree procedure to fill Casual Vacancies
 5. To review Councillors' portfolios – brought forward from May
 6. To review the Terms of Reference of Parish Groups – brought forward from May (transferred to Agenda item 0615.06)
 7. To inspect any deeds and trust investments in the custody of the Council as required – brought forward from May
 8. To agree a schedule to review the Council's Policies & Procedures – brought forward from May
 9. Declarations of Interest
 - 9.1 To record Declarations of Interests have been received from all Councillors (to be forwarded to Monitoring Office at SSDC prior to uploading onto website)
 - 9.2 To resolve what interests should be declared at each meeting
 - 9.3 Dispensations for PFC Lease
- 0615.01 Minutes of Meeting 18 May 2015 to be approved and signed**
- 0615.02 County & District Councillors' reports**
- 0615.03 Police & Safety matters**
 - 03.1 Police Report – PCSO TM
 - 03.2 Safety Group (see 0615.06)
- 0615.04 Highway's matters - deferred to July 2015 Meeting**
- 0615.05 Planning Applications**
 - 06.1 New applications to consider: **14/04945/R3C/Cond.5 / 14/04945/R3C/Cond.6 / 14/04945/R3C/Cond.7 / 14/04945/R3C/Cond.8** (all relating to Countess Gytha Primary School, West Camel Road, Queen Camel, Yeovil – GR:35944 – 124367)
 - 06.2 Updates received since last meeting – None
 - 05.3 Applications ongoing:
For information – 14/00215/FUL – Land at Southfield Farm, Yeovilton – Revised Scheme for Solar Park – ongoing – decision expected June 2015
- 0615.06 Parish Group Reports – Report on Community Plan 2005 by RHC circulated. Council resolution required on 2015 (ten year) Review with the Community as committed by the PC in 2005.**
 - 06.1 **Environment** – Phone box testing – CB to report

0615.07 Other Reports

- 07.1 CLT – AD to give update
- 07.2 PFC Lease – Awaiting copy of clean Lease, BT happy to carry on to conclusion.
- 07.3 'Our Place Programme' seminar - Report from CB
- 07.4 Queen Camel Solar Park – Email received from Abercormyn Solar Limited – CR to update
- 07.5 Cleaveside House (Old Health Centre) – Email sent to Chairman from owner (circulated) – Response from AD & ML
- 07.6 Primrose Lane Development - meeting at Trent 15 April 2015 – Update from CR

0615.08 Financial matters

08.1 Payments received -

Cheque from Abercormyn Solar Limited (Solar Park) – Community Benefit Fund	£5,500
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08.2 Payments made -

	None
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08.3 Payments to be approved -

RHC Expenses (AVM)	£34.99
Clerks Expenses – paper / postage	
John Calvert (external auditor)	£50.00
Glasdon Bin	£315.18
Bar Bill for AVM (Supply Stores Paul Price)	£200.64

08.4 Banking –

- Update regarding Community Benefit Fund – CR.
- PC resolution required regarding transfer of funds from Poors Charity to Community Benefit Fund – update from AD
- New signatories – Update from CR

08.5 PC Income & Expenditure & Budget Update 2014/2015 – next circulated July 2015

08.6 Internal Audit - PC resolution on Internal Auditor engagement for 2015/2016 – brought forward from May 2015

08.7 External Audit – 2014/15 – update from CR

0615.09 Incoming Correspondence (not included above)

- 09.1 Letter from previous Councillors to Chairman (18 May 2015) – previously circulated
- 09.2 Email from Nick Howman relating to Precept (2 June 2015) – circulated

0615.10 Advance Notices – of external and Parish Council meetings and training –

- 10.1 Training of Chairman and Councillors to be agreed

0615.11 Matters for report or for the next agenda**0615.12 To confirm the date of the next meeting for Monday, 13th July at 7.30pm****0616.13 Closed Session:** Review following Clerk's appraisal on 4th June 2015 (following completion of 13 weeks' probationary period)

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual discrimination, marital status, and disability) Crime and Disorder, Health and Safety and Human Rights. Members are reminded that any significant interests over £25 must be registered.

Christine Richardson
Clerk/RFO to Queen Camel Parish Council