



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 September 2014 at 7.30pm**

Laura Paul, Clerk to Queen Camel Parish Council

AGENDA

1. **Welcome & Apologies for absence – Proposal regarding Vice Chairman**
 2. **Public Session**
 3. **Declarations of Interest**
 4. **Adoption of Councillors' Portfolios**
 - **Awaiting AD confirmation re Safety Group**
- 0914.01 Minutes of meeting 14 July 2014 to be approved and signed**
- 0914.02 County & District Councillors' reports**
- 0914.03 Police & Safety matters**
- 03.1 Police Report – PCSO TM
 - 03.2 Safety Group –
 - HGV Speed Limits – PPC
 - NW – Update from SC
- 0914.04 Highway's matters – CB**
- 04.1 Drains, Signs & Poles and other Highway matters – LP to provide update
- 0914.05 Planning Applications**
- 05.1 New applications to consider – None
 - 05.2 Updates received since last meeting –
 - 14/02813/FUL - Fern Cottage, Church Path, Erection of a rear single storey extension to dwelling house and demolition of existing garage and erection of replacement garage – **Application Withdrawn, proposed plans being amended**
 - 14/03286/COU – The Hair Studio, High Street, Change of Use to residential – **Following circulation of application to councillors, PC submitted no objection**
 - 14/02835/FUL – Forty Acres Farm, Babcary Road, Retrospective – for erection of outbuilding for use as an annexe to the main house – **Following circulation of application to councillors, PC observations were submitted – Permission granted with conditions (see incoming correspondence).**
 - 14/03261/LBC – Old Wales Farmhouse, Church Path, Wales – Conversion of roof space – **Following circulation of application to councillors, PC submitted no objection**
 - 05.3 Applications ongoing:
 - For information – 14/00215/FUL – Land at Southfield Farm, Yeovilton – Revised Scheme for Solar Park.

0914.06 Parish Group reports

- 06.1 Communications – Nothing to report
- 06.2 Environment – Meeting held on 2 September - update from RHC
- 06.3 Frontrunner – Update from RHC

0914.07 Other Reports

- 07.1 CLT Report – Update from RHC
- 07.2 Telephone Kiosk – Restoration transferred to Environment Group
- 07.3 PFC Lease – Awaiting report from working group
- 07.4 Policies and Procedures –
Council's Complaint Procedure – circulated for agreement
Council's Data Protection Policy (DPA 1998) – circulated for agreement
In process of being drafted:
Council's Grievance and Disciplinary Procedure
Council's Health and Safety Policy
Council's Equal Opportunity Policy
Council's Freedom of Information Policy (2000)
Council's Social Media Policy
- 07.5 Asset Register – Awaiting PFC confirmation in respect of gate and posts – AH
- 07.6 Transport – Update from PPC
 - Bus stop identification at triangle by church
 - Rural public transport

0914.08 Financial matters

08.1 Payments received -

None	£0
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08.2 Payments made -

None	£0
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08.3 Payments to be approved -

Grant Thornton Invoice for External Audit	£120.00
LP Expenses – Ink Cartridges	£22.66
Norton virus protection for PC laptop	£28.98
RHC Expenses – Welcome Pack	£33.10

08.4 Banking – Nothing to report

0914.09 Incoming Correspondence – not included above

- 03/07/14 – Email from Susan Wescombe re memorial for Clem Tabor – PC decision on memorial and site
- 06/08/14 – Resident letter re Cleaveside House (The Old Surgery)
- 20/08/14 – Letter re Planning Application 14/02835, Forty Acres Farm

0914.10 Advance Notices – of external and Parish meetings

- 11/09/14 – Postponed from July - Councillor Training QC Memorial Hall 7.00pm-9.30pm

0914.11 Matters for report or for the next agenda**0914.12 To confirm the date of the next meeting for Monday 13 October at 7.30pm****0914.13 Clerks employment – annual appraisal (closed session)**

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.