



Queen Camel Parish Council

COUNCILLORS: You are **SUMMONED** to attend the **ANNUAL MEETING** of the **PARISH COUNCIL** to be held in the Marples Room of the Memorial Hall on **Monday, 9th July 2018 at 7.30pm**

AGENDA

Procedural Items

1. Welcome and Introduction
2. Public session - to listen to members of the public and answer their questions
3. Apologies - to note those Councillors unable to attend
4. Declarations of interest - to register Councillors' interests relating to Agenda items
5. To consider arrangements to fill a vacancy on the Council.
6. To consider the recommendation of the Finance & Risk Committee (F&RC) that the Council adopt the revised Financial Regulations.
7. To review Council policies and procedures: Communications & Media, Data Protection, Freedom of Information, Privacy, Transparency code.
8. To review the terms of reference of the Flood Group.
9. To confirm as correct the minutes of the meeting held on 14th May, 2018.

Business Items

- 01 [0718] County and District Councillor's report** - to hear and question as appropriate
- 02 [0718] Crime and Safety** - to report, consider and take action as appropriate
- 03 [0718] Updates** - to review unresolved matters and table motions as appropriate: none
- 04 [0718] Highways matters:**
1. **A303 Sparkford to Ilchester Dualling scheme:**
To report back on informal meeting with Highways England (JB)
 2. **Queen Camel High Street** - complaints about the road dressing (CB)
 3. **Update** on other Highways matters (PPC).
- 05 [0718] Planning:**
1. **Planning Committee** (CB)
 2. **Neighbourhood Plan** (BN)
 3. **Neighbourhood Plan funding** (PPC)
- 06 [0718] Councillor reports and motions:**
1. **2018 Annual Village Meeting** - report (SS)
 2. **Heritage Trust** - to appoint new trustees (JB)
 3. **Old School site** - update (CB)
 4. **Keeping Queen Camel tidy** (SS)
 5. **Councillor training** (SS)
- 07 [0718] Other reports and motions:** none.

08 [0418] Clerk's report.

09 [0418] Finance:

- 1. Finance & Risk Committee (F&RC) meetings** - to note draft minutes of meeting of 11th June and hear oral reports of meetings of 11th June and 9th July (SS).
 - 2. Clerk's fixed expenses (agreement)** - To consider the F&RC recommendation that £603 be transferred from reserves to pay the Clerk's fixed office expense arrears (September 2016 - March 2018) at the rate set in 2012 of £100.50 per quarter.
 - 3. Clerk's fixed expenses (authorization)** - To authorize the payment of £603 for the Clerk's fixed office expenses covering the period September 2016 - March 2018.
 - 4. Speed Indicator Device (SID)** - to consider the F&RC recommendation that the Council invest in a SID, possibly in conjunction with West Camel Parish Council.
 - 5. Fingerposts** - to consider the F&RC recommendation that the Council consider employing a contractor authorized by Somerset County Council to install fingerposts.
 - 6. Insurances** - report on valuations and sums insured (SS)
 - 7. Online banking** - update
- 10 [0418] Incoming correspondence:** Church Path, Southern Waste Partnership, Highways England.
- 11 [0418] Advance Notices:**
- 12 [0418] Agenda items for next meeting**
- 13 [0418] Matters arising post-Agenda** - for information only
- 14 [0418] Next meeting of the Parish Council** - 7.30pm on Monday 10th September, 2018 in The Marples Room.

Signed:

Patrick Pender-Cudlip
Clerk and Responsible Financial Officer
queencamel.clerk@gmail.com

Date: 4th July, 2018

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.