



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, 8th May 2017 at 7.30pm**

AGENDA

Procedural Items

1. Welcome and Introduction
2. Election of a Chairman
3. Election of a Vice Chairman
4. Public session - to listen to members of the public and answer their questions
5. Apologies - to note those Councillors unable to attend
6. Declarations of interest - To register Councillors' interests relating to Agenda items.
7. To review the roles and responsibilities of Lead Councillors.
8. To review Parish Group Terms of Reference: Neighbourhood Plan Steering Group (BN)
9. To review Council policies: revised Communications & Media policy.
10. To review deeds and trust investments in the custody of the Council.
11. Minutes - to confirm as correct the minutes of the meeting held on 10th April, 2017.

Business Items

- 01 [0517] County Councillor's report** - to hear and question as appropriate.
- 02 [0517] District Councillor's report** - to hear and question as appropriate.
- 03 [0517] Crime and Safety** - to report, consider and take action as appropriate.
- 04 [0517] Outstanding actions** - to review matters previously discussed but unresolved and table resolutions as appropriate:
1. **Old school site** - To note any developments since the last meeting.
 2. **The Neighbourhood Plan (NP)** - To note progress of the Neighbourhood Plan Steering Group including funding, *Getmapping Parish On Line* and any other developments.
 3. **Green Lane** – Report (CB)
- 05 [0517] Highways:**
1. **Report on outstanding matters** (CB, PPC)
 2. **High Street traffic census** - briefing 9th May, census 11th May
- 06 [0517] Planning Applications**
1. To hear and respond to new planning applications:
17/0889/TCA The Thatch, High Street: Notification of intent to fell a tree within a Conservation Area.
 2. To receive updates on planning applications previously heard - none.
 3. To hear about recent planning applications in neighbouring parishes - none.

07 [0517] Councillors' reports and motions - to table and discuss reports or concerns and propose resolutions as appropriate:

1. **Playing Field** including Development report and *Fields in Trust* application
2. **Annual Village Meeting** - arrangements (JPC)
3. **Website** (JPC)

08 [0517] Other reports and motions: none

09 [0517] Clerk's report: insurance, mower, PSMA licence

10 [0517] Finance:

1. **2016-17 Full Year accounts** - to be approved
2. **Receipts:** Groundwork UK (for *Locality*) - £3500
3. **Payments to be agreed:**

£758.00	Parochial Church Council	Grant (balance)
£1000.00	Queen Camel Tennis Club	Grant
<£380	Came & Co or Zurich Municipal	Insurance premium
£57.60	<i>Getmapping</i> On Line	Mapping service for Neighbourhood Plan
£375.86	P.Pender-Cudlip	April Salary

4. **VAT claim for 2016-17** - report
5. **Asset Register** - to review
6. **Financial regulations** - to review
7. **Banking arrangements:**
Account signatories
On line banking

11 [0517] Incoming correspondence not dealt with elsewhere on the agenda:

Somerset Rivers Authority, ReefTV, Crystal Clear Consulting, J.Robinson, R.Warburton, D.Blackburn, C.Hill

12 [0517] Advance Notices: QC Traffic Survey 11th May; Heart of Wessex LAG meeting (East Coker) 28th June.

13 [0517] Agenda items for next month's meeting:

14 [0517] Matters arising post-Agenda - for information only

15 [0517] Next meetings:

Annual Meeting of the Parish (AVM) - 7.00pm on 19th May, 2017 in the Memorial Hall.

Parish Council Meeting - 7.30pm on 12^h June, 2017 in The Marples Room

Signed:

Patrick Pender-Cudlip
Clerk and Responsible Financial Officer
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Date: 2nd May, 2017

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 Safe and Human Rights. Members are reminded that any significant interests over £25 must be registered.