



## 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, 14<sup>th</sup> November 2016 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. Councillor vacancy - election or co-option
6. Standing Orders – to review
7. Minutes – to confirm as correct the minutes of the meeting held on 10<sup>th</sup> October, 2016.

#### **Business Items**

**01 [1116] Police and Safety report** – to hear, comment and ask questions as appropriate.

**02 [1116] County & District Councillor's report** – to hear, comment and ask questions.

**03 [1116] Outstanding actions** – to review matters previously discussed but unresolved and table resolutions as appropriate.

1. Old school site – Community Land Trust Working Group update (to be circulated)
2. Neighbourhood Plan – Neighbourhood Plan Steering Group update (circulated 8/11/16)
3. Possible housing development - update
4. Fields in Trust (details circulated 1/11/16)
5. Mower – transfer to Playing Field Committee (PFC)
6. Green Lane
7. Phone box

#### **04 [1116] Highways**

1. Road safety on West Camel road (KO)
2. Weight limits, A303 improvements (CB)

#### **05 [1116] Planning Applications**

1. To hear and respond to new planning applications.
  - 16/04701/TCA 2 Tithe Barn, High Street** – Notification of intent to carry out remedial works to a hawthorne and 2 crab apple trees within a conservation area.
  - 16/04556/TCA Hayley Cottage, High Street** – Notification of intent to prune 3no. trees to a maximum of 6 metres within a conservation area.
  - 16/04361/FUL Camel Farm, Marston road** – Erection of timber stable block and horse arena
2. To receive updates on planning applications previously heard
  - 16/03873/FUL 31 The Glebe** – The erection of a single storey extension for an elderly family member. Permitted, with conditions.

**16/03752/TPO Rockleaze House, Wales** – Tree surgery works.  
Permitted, with conditions.

3. to hear about recent planning applications in neighbouring parishes

**16/03738/FUL West Farm, Mudford** Retention of enlarged site for use as haulier's yard, office & concrete manufacture. Application refused.

**16/03580/COL West Farm, Mudford** Certificate of Lawfulness for use of site as general industrial workshop & haulier's yard. Application permitted.

**06 [1116] Councillors' reports and motions** - to table and discuss reports or concerns and propose resolutions as appropriate.

1. Road closure, Somerset Emergency Community Contacts (CB)
2. Revision of Standing Orders (JB)
3. Website: Transparency code, costs, advertising (JPC)

**07 [1116] Other reports and motions**

1. Communications Group report (circulated 1/11/16)
2. Environment Group report (to be circulated)
3. Flood Committee report (to be circulated)
4. Neighbourhood Watch report (to be circulated)

**08 [1116] Clerk's report:** Transparency code, application forms, noticeboards, use of ICT

**09 [1116] Finance**

**1. Budget 2017-18:**

**i. Grant requests** (2016-17 figure in brackets):

Parochial Church Council - £2258.00 (£1458)

Playing Field Committee - £4350.00 (£2725)

Memorial Hall Committee – nil (£800)

Tennis Club - £1000 (£0)

**ii. Donation requests** (2016-17 figure in brackets):

Sparkford Copse Trust - £150 (£150)

Camel Guides – £150 (£150)

Cricket Club - £250 (£250)

Sparkford Scouts - £250 (£250)

**2. Payments to be agreed:**

|          |                 |  |
|----------|-----------------|--|
| £66.00   | Jesse Spencer   | Electrical safety test of phone box    |
| £334.38  | Glasdon UK      | Rubbish bin                            |
| £23.85   | John Brendon    | Mileage (Training, Temporary Clerk)    |
| £250.00  | Grant Thornton  | External audit fee                     |
| £30.00   | B.Peachey       | Plants for planter (Environment Group) |
| £ 362.70 | P.Pender-Cudlip | October salary                         |
| £124.08  | P.Pender-Cudlip | Questionnaire report                   |
| £15.68   | P.Pender-Cudlip | Expenses (stationery, keys, batteries) |

**3. Accounts:** first half year 2016-17

**4. Asset Register review**

**5. VAT**

**6. Banking arrangements:**

1. Online banking (JPC)
2. Account signatories (SS)

**10 [1116] Incoming correspondence – not dealt with elsewhere on the agenda.**

Two emails from a parishioner re. closed meeting (circulated 20/10 and 6/11)

**11 [1116] Advance Notices**

**12 [1116] Items for next month's Agenda**

**13 [1116] Matters arising post-Agenda – for information only**

**14 [1116] Next meeting – 7.30pm on 12<sup>th</sup> December, 2016 in The Marples Room**

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.

**Signed:**

**Patrick Pender-Cudlip**  
**Clerk and Responsible Financial Officer**  
[queencamel.clerk@gmail.com](mailto:queencamel.clerk@gmail.com)

**Date: 8<sup>th</sup> November, 2016**