



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, 12th September 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. Vice-Chairman – to elect a Vice-Chairman
6. Portfolios – to assign unassigned portfolios to Councillors
7. Clerk's position – to review on completion of three month probationary period
8. Minutes – to confirm as correct the minutes of the meetings held on 11th and 25th July and 4th August, 2016

Business Items

- 01 [0916] Police and Safety report** – to hear, comment and ask questions as appropriate.
- 02 [0916] County & District Councillor's report** – to hear, comment and ask questions as appropriate.
- 03 [0916] Incoming correspondence** - to note letters and emails received and respond as appropriate.

Letter from Queen Camel Bowls Club about overgrown hedgerow

Letter & copy email from members of the public about the dangers of cricket balls hit into the Glebe

Letter from South Somerset District Council (SSDC) about registration of the old school site (OSS) as an Asset of Community Value (see 04.1 and 07.1 below)

Email from member of the public about the wooden train at the old school

Email from Asset Optimal about development and the Neighbourhood Plan

Email from Highways England about a camera survey of local road use

Email from the National Association of Local Councils about a Housing survey

Email from Flood Committee about Community Contacts for emergencies

Email from Albion Running about a running event in Queen Camel in 2017

Email from a member of the public about live music at the pub

Two emails from Somerset Waste Partnership about new recycling regime

Email from Driftin' Dreamers about an open-air or pop-up cinema

Email from Somerset County Council (SCC) about their new Travel and Transport website

Email from Grant Thornton about the annual audit

Two emails from SSDC about a loan application (see 04.1 & 07.1 below)
Emailed invitation to Somerset Association of Local Councils' AGM.
Email from SSDC about Neighbourhood Plan funding
Email from SSDC about HELAA (Housing & Land Availability Assessment) information sessions
Email of thanks from Queen Camel Playing Field Committee (PFC)
Email from the Community Land Trust (CLT) about the Council's using their notice board on Roman Way.

04 [0916] **Outstanding actions** – to review matters previously discussed but unresolved and table resolutions as appropriate.

1. The OSS including funding, discussions with SCC, SSDC, the CLT, the Memorial Hall and other interested parties (see 07.1 and 08.1 below) (JB).
2. The Neighbourhood Plan, including funding, discussions with SSDC and other interested parties (see 08.2 below) (JB).
3. Green Lane boundaries (CB)
4. Phone box safety test (PPC)
5. Terms of Reference of Parish groups (JB)
6. The Poores and Heritage Trusts (PPC, AH)

05 [0916] **Highways**

1. Speed limits
2. Church Path

06 [0916] **Planning Applications**

1. To hear and respond to new planning applications
16/03752/TPO Rockleaze House, Wales – Tree surgery works
16/03577/TCA The Lodge, Laurel Lane – To fell a tree within a Conservation Area
2. To receive updates on planning applications previously heard
16/02682/FUL Olway Cottage, High Street – erection of porch, two storey extension and rear conservatory, plus loft conversion and internal alterations. Permitted, with conditions.
16/02853/FUL 31 The Glebe, Queen Camel – erection of single storey side extension. Permitted, with conditions.
16/02965/CPO Camel Hill Farm, Queen Camel – S.73 variation of conditions 21 & 22, to allow waste stone to be used within the holding for maintenance & development. Awaiting decision.
16/03149/LBC Camelot House, High Street, Queen Camel - reversionary works to reinstate original ceiling heights, replace non-consented windows and minor internal alterations. Awaiting decision.
16/03197/FUL Caerlyon, High Street, Queen Camel - erection of a porch. Awaiting decision.
3. to hear about recent planning applications in neighbouring parishes
16/02909-13/FUL & ADV, McDonalds Restaurant, Sparkford –

refurbishment & extension of restaurant, erection of new signage, relocation of existing signage. Awaiting decision.

16/00725/OUT Haynes Publishing (Sparkford) - mixed use redevelopment (outline). Awaiting decision.

14/02554/OUT – Primrose Lane (Mudford) - development of Sustainable Urban Extension (outline). Awaiting decision.

07 [0916] Councillors' reports and motions - to table and discuss reports and propose resolutions as appropriate.

1. To resolve whether or not the Parish Council should register an interest in acquiring the Old School site on behalf of the community (JB).
2. To report on the meeting between the PFC and *Fields in Trust* (AH).

08 [0916] Other reports and motions

1. From the CLT, on the Feasibility study for the old school site (RHC)
2. From the Neighbourhood Plan Group (the group formerly known as the Front Runner Group) on the Neighbourhood Plan (RHC)

09 [0916] Clerk's report - to hear and respond to information or recommendations

1. Update on questionnaire
2. To consider a review of the Council's Standing Orders

10 [0916] Finance

1. Receipts:

£932.37	Poors Trust	To help Parish Council purchase mower
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2. Payments to be agreed:

£24.88	Angus Davidson	Printer cartridges (for Clerk's printer)
£145.86	Steve Millard	Materials for kissing gate and planter
£649.00	John Lewis	Fridge and wine cooler for Memorial Hall
£165.00	SALC	Training for four Councillors and Clerk
£57.29	P.Pender-Cudlip	Clerk's stationery and stamps
£725.40	P.Pender-Cudlip	Clerk's salary, July and August 2016

3. Accounts 2016-17: first quarter

4. Banking arrangements

11 [0916] Advance Notices

12 [0916] Items for next month's Agenda

13 [0916] Matters arising post-Agenda – for information only

14 [0916] Next meeting – 7.30pm on 10th October, 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

Date: 6th September, 2016