

Charlton Musgrove Parish Council

You are hereby summoned to attend an online meeting of the
Parish Council to be held via 'Zoom' on;

Tuesday

15 September 2020 at 19.30

(All Councillors will be sent Zoom joining instructions on the morning of the meeting)

Agenda

Members of the public wishing to observe or join the meeting are asked to inform the Parish Clerk no less than 48 hours before commencement of the meeting so they can be added to the distribution list for the Zoom joining instructions on charltonmusgroveclerk@gmail.com. Anybody wishing to speak at the meeting may do so, but must inform the Clerk of their intention at the same time. A maximum of three minutes will be allowed for each person to speak, at the Chairman's discretion.

All Councillors and members of the public should be aware this meeting may be video-recorded.

Open time for members of the public to speak

- 1 **Apologies for Absence.**
- 2 **Declaration of Interest:** Members to declare interests they may have on the agenda items.
- 3 **Minutes:** The Council to approve minutes of the meeting held on 22 July 2020
- 4 **Matters Arising from the Minutes** (not covered by other Agenda Items)
- 5 **Planning applications to be considered:** 20/02502/AGN Linley Farm, Charlton Musgrove, BA9 8HD.
Notification of intent to erect an agricultural building to store agricultural machinery and equipment deadline 29/9/20.
- 6 **Financial matters:**
 - **Cheques to be raised for :**
 - Three Counties Landscaping: inv 2044 £156.00 for cemetery maintenance
 - SALC Membership inc (NALC): £114.53
 - Milborne Port Computers – annual domain: £156.00
 - Milborne Port Computers – back up and MS 365 £143.99
 - **Cheques previously raised since last meeting under delegated powers**
 - Three Counties Landscaping: inv 1959 £156.00 for cemetery maintenance Chq 576
 - Andrew Hopkins – Rootzone £390 chq 577
 - SALC – training Planning Applications £60 Chq 578
 - Water2Business Memorial Chapel £7.51 Chq 579
 - **Financial Matters**
 - To consider to pay the clerk by BACS (as per contract) rather than getting a signed cheque each month/2 monthly. Agreed amount paid and any additional hours can be agreed to be paid by cheque at the meetings.
 - Update on final payments to previous clerk
 - Notice of Public Rights – to be published
 - Update of the bank – Clerk
- 7 **Website:**
 - update on the new website and what is going to be on it. Cllr Izard
 - Policies – Standing orders and Code of Conduct - Clerk

All 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 (race, gender, sexual orientation, marital status, age and any disability) Crime and Disorder, Health and Safety, Human Rights.

Fran Hill Parish Clerk & Responsible Financial Officer Tel: 01747823699

13/7/20

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- 8 **Laptop:** to consider what to do with the old laptop - Clerk
- 9 **Fingerposts:** update from Cllr Sutton
- 10 **Highways:** update from Clerk
- 11 **Defibrillator :** we need to find a volunteer to monitor the defib on a daily/weekly check and monthly report
- 12 **St John's church:** Cllr Bastable
- 13 **Playground:** update from Cllr Bastable
- 14 **Councillor Vacancy:** procedure and programme for filling this. Clerk
- 15 **Date of next meeting:** Tuesday 10 November 2020 7.30pm

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