

Charlton Musgrove Parish Council

NOTICE OF MEETING

The next Full Council Meeting will be held at 7.30pm on Tuesday 19 July 2022 at Charlton Musgrove Village Hall. All members of the Council are hereby summoned to attend the above meeting, to resolve on the business outlined below. All Councillors and members of the public should be aware this meeting may be recorded.



Parish Clerk & Responsible Financial Officer
07786 071147 14th July 2022

Agenda

Public Question and Comment Time:

The Chairman allows 3 minutes for a member of the Parish electorate to speak before the meeting begins. Duration of the public session is at their discretion. Any questions raised during this time will not be discussed by Council, nor minuted; items for the next agenda to be put to the Clerk in writing as listed in the final item.

1. To receive and accept apologies for absence.
2. To receive declarations of any Pecuniary or Other interests.
3. To resolve to approve and sign, as a correct record, the minutes of the Annual Parish Meeting from 18th May 2021, and the minutes of the Annual Meeting of the Parish Council from 17th May 2022.
4. To welcome and resolve upon the appointment of the new Clerk, Sam Atherton.
5. To receive reports from
 - a) latest update report from District Cllr Bastable, including recognition for the efforts of the Queen’s Platinum Jubilee working party.
 - b) welcome to County Councillors Lucy Trimmell and Tom Power and hear their updates.
6. Planning applications – to consider and make recommendations on the following:
 - a) 22/01249/FUL – Common Farm : Erection of building for Sui generis use in connection with horticultural enterprise to include flower conditioning, forestry and educational activities; and formation of parking area
 - b) any update received on Heatherwood.
 - c) Note any additional plans.
 - d) Receive any planning decisions from SSDC.
7. Parish accounts and financial matters:
 - a) To resolve to accept the latest bank reconciliations, prepared by Cllr Moore, verified by Cllr Rochford, to be signed off by Cllr Bastable
 - b) To review and resolve upon Delegated Authority (£500) payments made since the meeting held on 17 May 2022:

Pauline Williams	£4.49	17/5/22	N	Expenses
T J Young	£324.52	17/5/22	N	Lawnmower service
Hoblake Services	£70.00	17/5/22	N	Internal audit
Three Counties	£276.00	17/5/22	Y	Two cemetery and one play area cut
Blackmore Vale Ltd	£234.00	17/5/22	Y	Clerk vacancy advert
HMRC	£15.20	31/5/22	N	Employers tax
Pauline Williams	£48.49	26/5/22	N	Homeworking and expenses

				allowances
Pauline Williams	£247.69	31/5/22	N	May Salary
Queen's Platinum Jubilee Party	£400.00	Chq raised 27/5/22	N	Donation S.137 to Parish celebration
Zurich Insurance	£406.38	6/6/22	N	Annual insurance renewal

Three Counties	£234.00	14/06/22	Y	Grass cutting cemetery x 3
CMMH	£87.88	06/06/22	N	Hall hire incl. defib training
Lucy Gibbons	£294.80	21/06/22	N	Locum clerk services
Unity Trust Bank	£18.00	30/06/22	N	Quarterly Service Charge
Milborne Port Computers	£252.00	12/07/22	Y	Laptop Repairs & SSL Certificate

- c) To hear the latest update on the AGAR submission and publication of information
 - d) To note dates to receive quarterly budget and finance information.
8. To update on the current position regarding the redrafting of the Barrow Lane peppercorn rent licence.
 9. Cemetery:
 - a) update on writing to families where we have had to lay down or otherwise intervene – Cllr Moore.
 - b) set-up the cemetery project - to report on the current position including the creation of a WhatsApp group and the organising of meetings at the Cemetery – Cllr Izard.
 10. To resolve to accept the phase 2 round of documentation created by the Staffing Committee – Cllr Moore.
 11. Update on how local parishes are dealing with speed and any opportunity to share a SID – Cllr Bastable.
 12. Play Area:
 - a) To discuss and resolve on actions required following the latest Play Area operational inspection.
 - b) To discuss and resolve upon the purchase, siting and type of bench (with plan) – Cllr Izard.
 13. To resolve to request Dog Waste Bins from South Somerset District Council, for installation in the Parish.
 14. To agree the terms of The Queens Jubilee Green Canopy Plaque.
 15. To receive reports and correspondence from the Clerk.
 16. To agree items for the next Agenda with reference to the Council's calendar of events.

Next meeting is 20th September 2022 at 7.30pm, CMMH

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.