**Westbury Sub Mendip Parish Council Annual Meeting**

**Wednesday 2nd May 2018, 6:00pm**

**Village Hall**

*Before the meeting starts there will be a period of up to fifteen minutes when members of the public may raise any matters for the attention of the Parish Council. Members of the public may speak for up to five minutes, and the matter will be noted, or put on the agenda of the next meeting, or responded to by the Clerk. During the meeting members of the public will be permitted to speak at the discretion of the Chair.*

**AGENDA**

1. Confirmation that the meeting is quorate, and Election of Chairman, followed by receiving Chairman’s Declaration of Acceptance of Office.
2. Election of Deputy Chairman, followed by receiving Deputy Chairman’s Declaration of Acceptance of Office.
3. Apologies for Absence
4. Declarations of interests and dispensations
   1. To receive declarations of interest from Councillors on items on the agenda
   2. To receive written requests for dispensations for disclosable pecuniary interests, personal interests or personal and prejudicial interests (if any)
   3. To grant any requests for dispensation as appropriate
5. Minutes

To resolve that the minutes of the meeting of the Council held on the 4th April 2018 be signed as a correct record.

1. Report from Somerset County Councillor and Mendip District Councillor
2. Clerk’s Report
3. To agree the appointment of :
   1. Robert Glanvile Playing Field Trust committee members
   2. Village Hall committee members
   3. Parish Paths Liaison Officer
4. To agree, or schedule for review if required,
   1. Parish Council Standing Orders (These currently reflect the latest NALC template model)
   2. Financial Regulations (These currently reflect the latest NALC template model
   3. Publication Scheme
   4. Assets Register

All the governance documents are on the village website at

www.westburysubmendip-pc.gov.uk/parish-council/governance/ or /assets/

1. Insurance Renewal (Renewal documents not yet received, expires 18/06/18)
2. Website Report
3. Village Day 30th June – Parish Council presence
4. Neighbourhood Plan Report
5. Community Council for Somerset - The Parish Council membership runs to March 2019. Is membership sharing a future consideration?
6. Debris on Roads (e.g. Mortar Pits/Roughmoor Lane/Moor Lane )
7. Tree removal on Levels
8. Litter Bin and Dog Waste Bin for Roughmoor Lane: confirm bin types (to be circulated)
9. Defibrillator rental SWAST renewal in August 2018 (4 years, £1,800.00 plus VAT)
10. Clerk Recruitment report
11. Planning

Consultation Responses requested by Mendip District Council

2018/0683/FUL Westbury Quarry Warehouse and classroom (public consultation not yet open at time of Agenda publication)

2018/0554/FUL Rockdene and Rose Cottage, Stoke Road Roof and Rear Extension

1. Finance

Report: 2017/18 Cash Statement and Q4 report with 2018/19 Budget

Payments to approve

SWAST 4 year defibrillator rental, from August £1,800.00 plus VAT

SLCC Job advertising: £90 plus VAT per week. Society of Local Council Clerks national website: Is this required?

1. Correspondence & reports on Meetings Attended, including
2. Defibrillator Training by SWAST on Saturday 14th April
3. Effluent on Broadway Lane - Responsibilities of Mendip District Council, SCC and Environment Agency. Should SCC Highways now be approached?
4. Community Council for Somerset membership. Options to share with Village Hall.
5. Footpaths WS13/4, WS13/5, WS13/7, WS13/27, and possible creation of new footpaths
6. Somerset Waste Partnership briefing
7. Crow Lane Gulley - Environment Agency disclaimer
8. Roughmoor Lane Playing Field Warning sign, and 20 mph speed limit: County Highways
9. Notices
   1. Somerset Village of the Year - entries deadline 14th June
   2. Alphabet Preschool press release about move to St Lawrences
10. Items for next agenda
11. Dates of future meetings:

If the 2017/18 pattern of dates was repeated for 2018/19, then the dates (all Wednesdays) would be:

27th June 2018 (but clashes with Community Shop AGM)

1st August2018

26th September 2018

24th October 2018

28th November 2018

2nd January 2019 (but also a Bank Holiday)

6th February 2019

6th March 2019

3rd April2019

1st May 2019