



**To all Members of Westbury Sub Mendip Parish Council**

You are hereby summoned to attend a meeting of Westbury Sub Mendip Council for the purpose of transacting the following business.

**Kate Egan**                                      **Clerk to the Council**

**Agenda for the Meeting of  
WESTBURY SUB MENDIP PARISH COUNCIL**

**To be held at Westbury Sub Mendip Village Hall on Wednesday 2<sup>nd</sup> March 2022  
at 7.30pm**

- 1. Welcome by the Chairman**
- 2. Apologies for Absence**
- 3. Absent**
- 4. Co-option of a new Parish Councillor**
  - (a) Signing of the Declaration of Office Form**
- 5. Declaration of Interest and Dispensations**
  - (a) To receive declaration of interests from Councillors on items on the agenda**
  - (b) To receive written requests for dispensations for disclosable pecuniary interests**
  - (c) To grant any requests for dispensation as appropriate**
- 6. Public Session**
- 7. County and District Councillor Reports**
- 8. Report from Mark Smith the Webmaster Administrator –**
- 9. To confirm the minutes of the previous meetings held on 2nd February 2022**
- 10. Matters arising from the minutes but not on the agenda**
- 11. Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered.**
  - (a) 2021/2913/HSE – Demolition of outside toilet to be replaced by 2 storey rear extension, demolition of lean-to canopy to be replaced by single storey extension, erection of single storey extension, demolition of lean-to to cloak/boiler room to be replaced by single storey flat roof extension to create balcony, erection of extension to outbuilding to create garden office, conversion of garage to create annex and rebuild and extension of porch to front. Brook House, Hollybrook, Westbury Sub Mendip.**

## **12. Planning Applications currently being monitored**

### **(a) Land at Lynchcombe Lane**

The enforcement team have opened a case, reference number ENF/2019/0035 and have requested photographs of the caravans, close up and context shots. They are still a bit limited in terms of site visits because of Covid. This was chased on 3<sup>rd</sup> September and an email was received on 23<sup>rd</sup> September saying they would respond in full shortly. Response was received on 22<sup>nd</sup> October saying as soon as something significant happens, the enforcement team will let the council know. **Update** District Councillor Ros Wyke sent an email on the 8<sup>th</sup> February to the Enforcement Department chasing the situation. A reply has been received stating that the site remains in Breach of Notice and an update from the Legal Team has been requested.

## **13. To Be Resolved/Discussed**

- (a)** Update from Cllr Guy Timson on the bright lights on the Lodge Hill Industrial Estate
- (b)** To ratify the Proposal discussed at the last meeting in regard to the costs regarding upgrades to the website from Tickbox Marketing make a final decision on whether to renew the annual contract with TickBox Marketing for hosting the website.
- (c)** Proposal to create a new header widget for the Parish Council website at a cost of £180 + VAT
- (d)** Update from Cllr Sue Isherwood on discussions with Priddy Parish Council for a shared Jubilee Beacon Event on Thursday 2<sup>nd</sup> June.
- (e)** Update from Cllr Sue Isherwood and the communication between the Planning Officer at the AONB and the Planning Officers at Mendip District Council.
- (f)** Proposal to reimburse the costs incurred during the distribution of the village survey and other documentation for the Roughmoor Lane Planning Consultation.
- (g)** Discussion and possible proposal on the new location for refurbished Notice Board
- (h)** Proposal for the Parish Council to send a letter in support of a family in need within the village
- (i)** Discussion on the update on progress of the village response to the Church Commissioner's consultation on the development at Roughmoor Lane.
- (j)** Proposal for the date of the Annual Parish Meeting in April

## **14. Clerk's Report**

Due to the amount of information, a separate Clerks report was included as part of the supporting papers.

## **15. Reports from Village Organisations**

### **16. Finance**

#### **Bank Balances as at 23<sup>rd</sup> February 2022**

Current Account £6,016.25

Reserve Account £10,544.94

#### **Receipts**

**(a)** Bank Interest - £0.12 – received by bacs 09.02.22

#### **Payments**

**(b)** Clerks Salary – February -payroll being run on 25.02.22

**(c)** Westbury Sub Mendip Village Hall – hall hire - £22.50

**17. Correspondence**

- (a) Mendip Monthly from Mendip District Council – forwarded 3.2.22
- (b) Mendip District Council Health and Wellbeing Bulletin February 2022 – forwarded 16.2.22
- (c) Nomination papers are now available for May 2022 Elections to Somerset Council, Town, City and Parish Councils – forwarded 14.2.22
- (d) Local Heritage List – forwarded 16.2.22

**18. Matters to report / items for next agenda**

**19. Date and time of next meeting** – Wednesday 6<sup>th</sup> April 2022 to be held in the Village Hall, starting at 7.30pm