



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 3rd November at 7.30pm

- 1. Welcome by the Chairman**
- 2. Apologies for Absence**
- 3. Absent**
- 4. 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**
- 5. Public Session**
- 6. County and District Councillor Reports**
- 7. Report from Mark Smith the Webmaster Administrator –**
- 8. To confirm the minutes of the previous meetings held on 6th October 2021, previously circulated.**
- 9. Matters arising from the minutes but not on the agenda**
- 10. Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered.**
- 11. Planning Applications currently being monitored**
 - (a) Land at Lynchcombe Lane, and Shepherds Barn, top of 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 3rd September and an email was received on 23rd September saying they would respond in full shortly. Response was received on 22nd October saying as soon as something significant happens, the enforcement team will let the council know.
 - (b) Shepherds Barn, top of Lynchcombe Lane.** The enforcement team have opened a case, reference number ENF/2020/0190. A full review of the case is being carried out; additional information has been requested before a site visit can be carried out.
- 12. Policies**
 - (a) Asset List**
 - (b) Annual Risk Assessment**
 - (c) Projected use of Reserves**

13. Grants

- (a) Application from Robert Glanville Playing Field Trust for £1,375.00
- (b) Application from Westbury Sub Mendip Community Shop Ltd for £1,040

14. To Be Resolved

- (a) Proposal to accept the quote from Tickbox Marketing for £650 + VAT to upgrade the WordPress software on the website to 5.8.1
- (b) Proposal to move the Parish Council website to another Provider
- (c) Proposal for Westbury Community Tree Group to become either a sub-committee of the council or a working party.
- (d) Proposal for the Parish Council to contribute £36 towards the Clerk obtaining the FILCA qualification.
- (e) Update and discussion on the proposal for a development on land of Roughmoor Lane
- (f) Discussions on the draft budget for 2022/23 ready to adopted at the next meeting.
- (g) Acceptance of quotes and appointment of the Internal Auditor for 2021/2022
- (h) Proposal to obtain quotes to reduce overgrown vegetation around the Square.
- (i) Discussion on Traffic Issues within the village
- (j) Discussion and proposal on restarting the Neighbourhood Plan.

15. Clerk's Report

- (a) The two notice boards that were situated at Stoneleigh are currently being refurbished although they may have to be relocated as the stone wall has been replaced by a fence.

16. Reports from Village Organisations

- (a) Robert Glanville Playing Fields
- (b) Westbury Sub Mendip Village Hall
- (c) Footpaths
- (d) Westbury Community Tree Group

17. Finance

Bank Balances as at 25th October 2021

Current Account £5,844.34
Reserve Account £18,544.38

Receipts

- (a) Bank Interest - £0.16 – received 11.10.21
- (b) SALC/SCC Grant - £1500 – 12.10.21

Payments

- (c) Monthly Zoom cost - £14.39, paid by DD 05.10.21
- (d) SALC – Planning Webinar - £60.00
- (e) Robert Glanville Playing Field – SALC/SCC Grant - £1500.00
- (f) Contribution to FILCA costs - £36.00
- (g) Westbury Sub Mendip Village Hall - £18.00
- (h) Clerks Salary – October - £330.98

18. Correspondence

- (a) Briefing note for Councillors – Mendip Area – increase in Covid 19 rates – forwarded 08.10.21
- (b) Mendip Monthly for September – forwarded 08.10.21
- (c) Virtual Parish Forum – 12th October – forwarded 11.10.21
- (d) Invitation to Rewilding Somerset Event – forwarded 17.10.21
- (e) PowerPoints and notes from the T&PC Conference October 2021 – forwarded 17.10.21
- (f) Invitation to Somerset Water Forum on 19th November 2021 – forwarded 21.10.21

19. Matters to report / items for next agenda

20. Under Section 1, Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- (a) Amendment of the previous letter sent to the resident who is kindly donating a field to the Parish.

21. Date and time of next meeting – Wednesday 1st December 2021 to be held in the Village Hall, starting at 7.30pm