



Westbury sub Mendip Parish Council Meeting

Wednesday 1st April 2020 @ 7.30 p.m.

VIRTUAL MEETING VIA ZOOM

*Before the meeting commences 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, 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. **Members of the public who wish to link in must contact the Clerk before the meeting – clerk@westburysubmendip-pc.gov.uk***

AGENDA

Let it be noted that the order of this meeting has been substantially altered to take into account the extraordinary circumstances created by the global coronavirus pandemic.

1. Apologies for Absence

2. Declarations of Interest and Dispensations

2a Declarations of interest from Councillors on items on the agenda.

2b Written requests for dispensations for disclosable pecuniary interests, personal interests or personal and prejudicial interests.

2c Other requests for dispensation as appropriate

3. Minutes

To approve the minutes of the meeting of the Council held on 4th March 2020.

4. Co-option for Parish Council Vacancy

4a Short informal presentation by Mr John Millbank who was previously approached by the Chair and agreed to stand.

4b Approval and acceptance of new Member, to include signing of Declaration of Acceptance of Office.

5. Impact of Coronavirus pandemic on Parish Council business

To discuss the rapidly evolving nature of the current situation and the legislative changes being presented both locally and nationally, including impact on the village hall, the Playing Field Trust, community shop and others, and to discuss online conferencing options going forward.

6. Business Continuity Motion

6a. In light of current events, to discuss an emergency Business Continuity Motion as recommended by NALC.

6b To approve said Motion.

7. Emergency Planning Group Activity

To receive a report from a member of the Emergency Planning Group on latest developments, discuss any pending matters and offer financial or other assistance as required.

8. Reports from the Somerset County Councillor and Mendip District Councillor

9. Clerk's Report

No report is planned for this meeting.

10. Planning

10a Neighbourhood Plan Working Group Update

To note that this has now been put in abeyance until the current situation is resolved.

10b Planning Applications to be considered:

2020/0592/OTA	Tree works, Westbury House
---------------	----------------------------

To consider this application in light of the recent imposition of a TPO to the site (ref: 2020/0001/TCA).

10c Mendip District Council Decisions:

To note the following decisions:

2019/3030/HSE	Erection of Garage, Oak View, Roughmoor Lane	Withdrawn
2020/0011/HSE	Erection of Garage, Old Horse and Groom, The Square	Approved with conditions
2020/2009/TCA	Tree works, The Palace, The Square	No objection

10d For general consideration/monitoring:

i) Land at Lynchcombe Lane, unauthorised occupancy
--

To continue to monitor the situation.

ii) Units 17 & 18 Lodge Hill Industrial Estate
--

To note the Case Officer's explanation to Mr John Millbank regarding the enforcement notice.

iii) Shamrock Stables

To encourage members of the community to remain vigilant on any issues arising.

11. Finance

11a Payments to Note

To note that the Bullguard subscription was £67.49 plus £15.00 bank transfer fee (£82.49 total), for 3 years' subscription, not £89.99 for one year as previously stated.

11b Payments to Approve

- Village hall rental fee £48.00
- Tickbox additional website works £108.00
- SALC Chair's training £30.00
- Online conferencing facilities subscription IRO £120 per annum
- Parish Clerk's pay from 12/08/19 – 29/03/20 £2011.68 (33 weeks @ £60.96 per week) - see Item 11 below.

11c Came & Company Parish Council Insurance Renewal

To discuss any additions or alterations to the Parish Council insurance policy.

11d Annual Audit 2019/20

To discuss the pending delay in submission of audit to external examiner and appointment of independent internal examiner.

11e To note and discuss account balances as at 31/03/20:

- Treasurer's Account £550.00
- Business Bank Account £18978.03

12. Parish Clerk Position

In the absence of any applicants, to discuss the Clerk's decision to remain in post, payment of monies due for 2019/20 and arrangements going forward.

13. Website Matters

To note that Mark Smith is updating the website on a regular basis including setting up a separate coronavirus information page.

14. 2020-21 Project Proposals

To note that, in light of government advice and current events, all projects are on hold and that monies previously set aside can be made available to assist with additional costs and/or accrued charges relating to the current coronavirus situation.

15. Notices

16. Any Other Business/ Items for Next Agenda

17. Date of next meeting – currently scheduled for Wednesday 6th May 2020 @ 7.30 p.m. as a virtual meeting via online conferencing facilities.