



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 6th July 2022
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. Co-Option of Parish Councillor**
 - (a) Signature of the acceptance of office form**
- 8. Report from Mark Smith the Webmaster Administrator –**
- 9. To confirm the minutes of the Annual Council Meeting and Parish Council Meeting held on 18th May 2022, previously circulated**
- 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) 2022/1222/FUL** Erection of field shelter (retrospective). Land at 349719 149 513 Lynch Lane, Westbury Sub Mendip
 - (b) 2022/1278/HSE** Erection of single-storey rear extension and first floor side extension over existing garage. Orchard Lodge, Station Road, Westbury Sub Mendip

12. To Be Resolved/Discussed

- (a) Proposal to create a working party of local Parish Councils to discuss the traffic issues so working as a body when dealing with Somerset Highways and not as individual councils.
- (b) Proposal to adopt the terms of reference for Roughmoor Lane Steering Group
- (c) Nominations for members of the public and Councillors to form a Steering Group for the Neighbourhood Plan.
- (d) Proposal to approve the proof for the new Notice Board
- (e) Proposal to purchase dog waste bins for the village and where to site them.
- (f) Nomination for a Councillor to represent the Parish Council in the Somerset Bus Partnership meetings.
- (g) Proposal to apply for the Community Planning and Engagement Project, deadline is the end of July.
- (h) Proposal to provide a snapshot of a parish village today, deadline is the end of July 2022

13. Clerk's Report

- (a) A request was received asking to remove the bin currently situated near the shop entrance away due to the smell. The bin does not belong to the Parish Council, enquiries were made as to the owner and to ask their permission.
- (b) An email was received asking whether yellow lines could be installed on School Hill especially on the corner with The Hollow as a lorry travelling up School Hill was unable to proceed due to the number of parked cars. A letter from the school to the parents asking them to be more considerate might also help.
- (c) A telephone call was received regarding disturbances at the Playing Field, several Councillors went to have a look, the car park is being used to store a horsebox.

14. Reports from Village Organisations

- (a) Update from the Church Commissions on the revised plans for the Roughmoor Lane housing development.
- (b) Update on Ukrainian refugees within the area

15. Finance

Bank Balances as at 28th June 2023

Current Account £7,368.56

Reserve Account £22,540.48

Quarterly review

Approval of Quarterly Bank Reconciliation

Receipts

- (a) Bank Interest - £0.19 – received 09.06.22

Payments

- (b) Annual subscription to Zoom - £139.08 – pd by Paypal on 24.05.22
- (c) Clerks Salary – May £335.12
- (d) HMRC Payment – May £0.80
- (e) Signscape – Noticeboard - £1559.32
- (f) Westbury Sub Mendip Village Hall – Hall Hire - £18.00
- (g) Clerks Salary – June £335.12
- (h) HMRC Payment – June £0.80

16. Correspondence

- (a) Councillor Training from SALC – forwarded 24.5.22
- (b) Trail launched for communities to rewild Mendip Land – forwarded 26.5.22
- (c) Bus Meeting for New Councillors – forwarded 01.06.22
- (d) Local Heritage List – forwarded 01.06.22
- (e) Community Planning and Engagement Project – forwarded 15.6.22
- (f) Invitation to a Climate Emergency Webinar hosted by Somerset Climate Action Network on Tuesday 5th July – forwarded 18.6.22

17. Matters to report / items for next agenda

18. Date and time of next meeting – Wednesday 7th September to be held in the Village Hall, starting at 7.30pm