



**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 Monday 5<sup>th</sup> September 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. Report from Mark Smith the Webmaster Administrator**
  - (a) Report from Tickbox Marketing in relation to ongoing costs and business continuity**
- 8. To confirm the minutes of Parish Council Meeting held on 6<sup>th</sup> July 2022, 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.**
  - (a) 2022/1632/HSE Demolition of existing garage / workshop and erection of single and two storey extensions and associated works – Hill View, Lynch Lane, Westbury Sub Mendip**
- 11. To Be Resolved/Discussed**
  - (a) Proposal to arrange a date for the first meeting of the Councils along the A371 to discuss the traffic issues.**
  - (b) Proposal to update the Westbury Sub Mendip Community Emergency Plan**
  - (c) Proposal to appoint a new editor for the Parish Council newsletter and discussion on the new format**
  - (d) Proposal to sign the agreement between Westbury Sub Mendip Parish Council and Smart Communities to carry out the Community Review Plan, also to appoint a lead person.**

- (e) Proposal to accept the Licence Agreement from Aster Communities so the new noticeboard can be sited at Stoneleigh and once agreed to be signed.
- (f) Proposal for the Parish Council to contribute towards costs of the Parish Clerk attending the National Conference in November - £112.96
- (g) Update from Cllr Sue Isherwood on the Bus Partnership and proposal for the Parish Council to write a letter objecting to the withdrawal of the 126 Bus Service from Wells to Weston-Super-Mare
- (h) Proposal to accept the quote and appoint the Internal Auditor for this financial year
- (i) Discussion on the Parish Council response to the inflation and fuel costs crisis.

## **12. Clerk's Report**

- (a) Update from Cllr Sue Isherwood on the Neighbourhood Plan Steering Group who held their first meeting on 18<sup>th</sup> August.
- (b) The Parish Council submitted an expression of interest for the Community Review, the deadline was 31st July. The Parish Council are delighted to be told that they were successful, the first meeting is on 7<sup>th</sup> September and plans and consultation will soon be taking place.
- (c) Village Organisations are being reminded to submit their annual grant applications to the Parish Council so they can be discussed over the next couple of months.
- (d) A request has come in from a resident for the Pump House Path to be added to the Village Rights of Way map.
- (e) Three twin amber flashing lights have been installed for St Lawrences School – opposite 'The Dairy' on Wells Road, outside Clover Hill House on School Hill and opposite 'West End Cottage' on Stoke Road. All three have been programmed with the following timings and will commence operating at the start of the academic year. Switch on time 08.20am, switch off time 08.50am, switch on time 15.25pm and switch off time 15.55pm, both having a duration of 30 minutes.
- (f) Following correspondence with Somerset County Council all the possible locations as discussed at the last meeting belong to Somerset County Council and a permit will be required for each one. Alternative locations have yet to be suggested.
- (g) Correspondence has been received about the village book exchange as it requires a tidy up and books are becoming damp during the wet weather. It is currently maintained by residents who live locally.

## **13. Reports from Village Organisations**

- (a) **Footpaths**
- (b) **Westbury Tree Group**
- (c) **Robert Glanville Playing Field**

## **14. Finance**

### **Bank Balances as at 28<sup>th</sup> August 2022 £**

Current Account £22541.43

Reserve Account £6598.88

### **Receipts**

(a) Bank Interest - £0.20 – received 11.07.2022

(b) Bank Interest – £0.75 – received 09.08.2022

### **Payments**

(c) Parish Clerk – Training Course - £12.00

(d) South Western Ambulance Service – defibrillator - £540.00

(e) Parish Clerk – Costs towards attending the National Conference - £112.96

(f) Parish Clerk – purchase of ink and paper - £35.97

- (g) Westbury Sub Mendip Village Hall – hire of village hall - £20.00
- (h) Parish Clerk – Clerks Salary – July - £335.12
- (i) Parish Clerk – Clerks Salary – August - £335.12
- (j) HMRC – July contribution - £0.80
- (k) Tickbox Marketing – Website upgrade - £780.00
- (l) SALC – Councillor Training - £100.00 (two invoices)
- (m) Mendip District Council – election costs - £100
- (n) SALC – Annual Membership - £222.82

#### **15. Correspondence**

- (a) Link to a Summary of a meeting and a video of the Parish Webinar on the Climate Emergency – forwarded 12.7.22
- (b) Press Release – New Somerset Council supports local decision-making – forwarded 19.07.22
- (c) Invitation to the Mendip Area Rural Parishes Liaison Group – forwarded 25.7.22
- (d) Newsletter from Somerset Community Foundation – forwarded 29.7.22
- (e) SALC Councillor Training Courses – forwarded 4.8.22
- (f) Mendip District Council Health and Wellbeing Bulletin August 2022 – forwarded 09.08.22
- (g) Invitation to the Parish Forum at Mendip District Council on 8<sup>th</sup> September at 6.30pm – forwarded 10.08.22.
- (h) Rural parishes survey about Parish wants and needs from the new Somerset County Council – forwarded 22.8.22
- (i) Copy of a letter from James Heapey MP in relation to the reduction of bus services – forwarded 25.08.2022
- (j) Invitation to a Somerset Unitary Team Meeting on Tuesday 27<sup>th</sup> September at 7pm in Wells Town Hall – forwarded 23.08.22

#### **16. Matters to report / items for next agenda**

- 17. Date and time of Next meeting** – Wednesday 5<sup>th</sup> October to be held in the Village Hall, starting at 7.30pm