

# 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 3<sup>rd</sup> May 2023 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. Somerset Councillor Reports
- 7. Report from Mark Smith the Webmaster Administrator
- 8. To confirm the minutes of Parish Council Meeting held on 5<sup>th</sup> April and 19<sup>th</sup> April 2023, previously circulated
- 9. Matters arising from the minutes but not on the agenda
- 10. Co-option of Parish Councillors
  - (a) Signature of the acceptance of office forms
- 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) 2023/0567/TCA T28 Rauli Raise low canopy to 2.1m. T30 Crack Willow Fell. T36 Common Ash Fell. T39 Tree of Heave rebalance canopy. Westbury House, Church Lane, Westbury Sub Mendip
  - **(b) 2023/0606/CLE** Certificate of lawfulness for use of existing mobile home as C3 dwellinghouse. Quarry Farm, Broad Road, Westbury Sub Mendip.
  - (c) 2023/0495/HSE Demolition of existing garage / workshop. Proposed single storey extension. Replacement of dormer windows. Hillview, Lynch Lane, Westbury Sub Mendip

# 12. Planning Applications – Responses to be noted from Somerset Council

(a) 2023/0564/TPO TPO M1375: - T4/109 — Common Lime — Remove basal epicormic growth and raise low canopy to 3.6m, remove broken limb. T7/112 — Common Lime — Remove basal epicormic growth and raise canopy to 3.6m. T13/118 — Common Yew — Cut back from building by 2.1m. T21/126 — Scots Pine — Fell. Westbury House, Church Lane, Westbury Sub Mendip. Decision from Somerset Council This is a notification only and in line with the Council's Constitution and the adopted scheme of delegation and terms of reference, the decision for this application is delegated to officers. This notification is therefore being provided as a matter of courtesy for your information

### 13. To Be Resolved / Discussed

- (a) Proposal to renew the annual membership of The Countryside Charity (CPRE), the membership has increased from £36 per annum to £60 per annum.
- (b) Lichfield's have asked for a decision from the Parish Council as to where the preferred location for the Community Building could be sited, the barns outside the development off Roughmoor Lane or within the development itself.
- **(c)** Proposal to accept the quote and appoint a company to produce a Settlement Character Report for Westbury Sub Mendip
- (d) Proposal to accept the quote and appoint a company to produce a Village Transport Statement for Westbury Sub Mendip.
- (e) Proposal for the Neighbourhood Plan Steering Group to raise funds via crowdfunding or other means and whether the Parish Council would match fund the community fundraising £1 for £1 to a maximum of £2,000. Also, if community funding is not successful whether the Parish Council would cover the full costs.
- (f) If the above items have been resolved, discussion and proposal as to whether the Parish Council wishes to cover the costs out of the reserves or remove items from the budget.

### 14. Clerk's / Councillors Report

- (a) Further to a request for a site visit with regard to installing a Zebra crossing, the Traffic Engineer has replied stating it does not fall into their remit and to contact the Improvement Scheme Delivery Team. A separate report was attached with the supporting papers.
- **(b)** A request has been received for extra signage on the roads to inform motorists there are pedestrians in the road for areas where there aren't any pavements.
- (c) The dog waste bins have been ordered and were hopefully delivered between the agenda being issued and the meeting. Cllr Adamos Euripodou will arrange installation.
- (d) A letter has been received from Lichfields in response to the zoom meeting on 23<sup>rd</sup> February and a Pre-app Summary, these have been published on the website as requested.
- **(e)** Following the resignation of a Councillor and the formal notice being adhered to, the Parish Council may co-opt a Parish Councillor.

#### 15. Finance

# Bank Balances as at 24th April 2023

Current Account £2,684.95

Reserve Account £30,180.05

End of Year Budget Review

Approval and signature of Bank Reconciliation as at 31st March 2023

## Receipts

- (a) Somerset Council Annual Precept £12,595.00 received 24.04.23
- **(b)** HMRC VAT Refund £546.87 received 13.04.23

### **Payments**

- (c) Do the Numbers Ltd Internal Auditor £190.00
- (d) Glasdon Dog waste Bins £788.19
- (e) Parish Clerk Salary and Expenses April £368.16

## 16. Correspondence

- (a) Publication of Wells Neighbourhood Plan forwarded 26.04.23
- 17. Matters to report / items for next agenda
- **18. Date and time of Next meeting –** Wednesday 7<sup>th</sup> June 2023 to be held in the Village Hall, starting at 7.30pm.