



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.

Denise Boulton, 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 December 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**

Cllr Sue Isherwood has a written request for dispensation in relation to the Village Hall matters for four years (expires May 2027).
 - (c) To grant any requests for dispensation as appropriate**
- 5. Public Session**
- 6. Somerset Councillor Reports**
- 7. Somerset Assets and Service Devolution.**
- 8. Local Community Network Report.**
- 9. Report from Mark Smith the Webmaster Administrator**
- 10. To confirm the minutes of the Parish Council Meeting held on 1st November 2023, previously circulated.**
- 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. 2023/1401/HSE The Old Vicarage, School Hill, Westbury-sub-Mendip.**

Conversion of outbuilding to ancillary residential accommodation.
 - b. 2023/1402/LBC The Old Vicarage, School Hill, Westbury-sub-Mendip.**

Conversion of outbuilding to ancillary residential accommodation.
- 12. Planning Applications – Responses to be noted from Somerset Council**
- 13. Neighbourhood Plan. to Be Resolved/ Discussed for approval.**
 - a. Character Assessment Document for recommendation to Somerset Planners.**
 - b. Summary of results of community consultation on community facilities**

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- c. Agreement for the Council to apply for funding to enable Neighbourhood Plan housing needs survey.
14. Brownfield Site independent valuation to be sought. To be resolved/Discussed for approval.
15. Rights of Way Improvement Plan to be discussed.
16. To Be Resolved / Discussed
 - a. Community Grants
 - Citizens Advice Bureau
 - Village Hall
 - Village Shop
 - Westbury-sub-Mendip Footlights
17. Appointment of new Clerk.
18. Clerk's / Councillors Report
 - a. Parish Council laptop
 - b. Appointment of Internal Auditors
 - c. Parking Amendment Order
 - d. Training
 - e. Enforcement report
 - f. Highways/rainwater drainage
19. Finance
 - a. Budget/Precept for 2024/2025 to be resolved.
 - b. Bank Balances as at 12th November 2023
 - Current Account £6628.40
 - Reserve Account £20313.81
 - c. Expenditure
 - Village Hall £50.00
 - Backdated salary (previous Clerk) £162.24
 - Postage £11.00
 - d. Receipts
 - Bank Interest October £18.81
 - Bank Interest November £22.40
 - f. To note new NJC Scales.
 - g. To discuss and appoint new internal auditor.
20. Correspondence
 - a. Somerset – Changes to waste collections
 - b. Somerset Rivers Authority draft strategy
 - c. Willow Man Briefing Note
21. Verbal Updates from Community Groups
22. Matters to report / items for next agenda
 - Date and time of Next meeting – Wednesday 3rd January 2024 to be held in the Village

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