

**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.

**Rachel Spiller, Clerk to the Council**

**26 February 2023**

**Agenda for the Meeting of**

**WESTBURY SUB MENDIP PARISH COUNCIL**

**To be held at Westbury Sub Mendip Village Hall on**

**Wednesday 6th March 2024 at 7.30pm**

**1. Welcome by the Chairman**

**2. Apologies for Absence.**

**3. Declaration of Interest and Dispensations**

**4. To receive declaration of interests from Councillors on items on the agenda**

* **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).

Cllr Ros Wyke has declared an interest as a Somerset Councillor.

Cllr Guy Timson has declared an interest in the Brownfield Site.

All Parish Council members of the Neighbourhood Plan have an ongoing dispensation

* **To grant any requests for dispensation as appropriate**

**5. Public Session**

**6. Somerset Councillor Reports**

**7. Somerset Assets and Service Devolution: Discussion of what the parish could take on /pay for in relation to unitary Somerset’s current provision - Parish Council’s response to request**

**8. Local Community Network - comment on minutes previously circulated**

**9. Report from Mark Smith the Webmaster Administrator, including date for Tickbox community training event**

**10. To confirm the minutes of the Parish Council Meeting held on 7th February 2024, 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.**

* **2023/2450/HSE at Chalfont Top Road**

Single Storey rear extension, loft conversion and internal alterations.

**Ratification of the removal of the Parish Council's objection, following the submission of revised plans**

**12.a) Planning Applications – Responses to be noted from Somerset Council**

**b) Enforcement order on Lynchcome Lane site**

**c) Enforcement enquiry re bright 24 hr lighting on vineyard building, Top Rd**

**13. Neighbourhood Plan –** latest update including grant and housing needs survey

**14. Brownfield site development working group**

* Progress on independent valuation.
* Report on latest correspondence and meeting with Church Commission

**15. To discuss augmentation of emergency plan for flooding – audit of recent property damage needed and development of action plan**

**16. Discussion of revisiting the possibility of applying for community asset status for the village pub**

**17. Annual defibrillation training -** Organised for 20th April at 10am

**18. Highways.**

* Road Signs and reminder to Councillors to report on where de-cluttering would be possible
* Discussion/verbal report on local road damage after recent flooding

**19. Clerk’s / Councillors Report**

**20. Finance**

* **Bank Balances at 27/02/24**

Current Account £5675.53

Reserve Account £20,380.45

* **Expenditure**

St Andrews Press for printing compliments slip £60.00 – paid

Clerk’s salary Jan and Feb (after tax) £582.50 - paid

**Commited expenditure (not yet paid or otherwise invoiced for)**

**HMRC PAYE (due March 2024) £145.60**

Essential Clerk training course £90.00 (£30 for each of three sessions)

Preparing for Audit course £35.00

Code of Conduct course for Cllr Timson and Cllr Colwill £50 (£25 x 2)

Planning course for Cllr Colwill £25

Honorarium for Locum Clerk £1000

Expenses for Locum Clerk

* **Receipts**

Bank Interest: February £ 22.48

Grant of £3968.00 received from Groundwork UK 14/02/24

**21. Correspondence**

**22. Verbal Updates from Community Groups**

**23. Matters to report / items for next agenda**

**Date and time of Next meetings –** to be held in the Village Hall, 3rd April, 1st May, Annual Parish meeting 5th June, 3rd July. No meeting in August.