

**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**

**20 April 2024**

**Agenda for the Meeting of**

**WESTBURY SUB MENDIP PARISH COUNCIL**

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

**Wednesday 1 May 2024 at 7.30pm**

**1. Welcome by the Chairman**

**2. Apologies for Absence.**

**3. Absent**

**4. Declaration of Interest and Dispensations**

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 Updates**

**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 3rd April 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.**

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

**Appeal APP/E3335/W/24/3338787 2023/0793/FUL Land at Lynchcome Lane**

Erection of utility barn for horse management purposes

**b) Enforcement enquiry re 2013/0055 Perch Hill Vineyard, Top Hill**

Nobright 24 hr lighting on vineyard building as condition of original application

**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. Parish noticeboards which need replacing or repairing - update**

**17. Discussion of agenda for annual meeting**

**18. Annual defibrillation training update**

**19. Discussion re: external lighting**

**20. Highways.**

- Moving Orders in the parish

**21. Clerk’s / Councillors Report**

**22. Finance**

1. **Bank Balances at 22/04/24**

Current Account £2,886.65

Reserve Account £15,990.16

1. **Expenditure**

Honorarium for Locum Clerk £1000

Village Hall grant (Puppet show) £106

Tickbox annual hosting £274.74

Denise Boulton expenses £28.35

Office Services (Locum clerk) £45

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

Essential Clerk training course £90.00 (£30 for 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

Clerk Salary April £291.25

HMRC PAYE £72.80

1. **Receipts**

Bank Interest: April £ 21.07

£4000 transferred from Reserve Account into Current Account

**23. Correspondence**

**24. Verbal Updates from Community Groups**

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

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