

LEIGH ON MENDIP PARISH COUNCIL

To all Members of Leigh on Mendip Parish Council

You are hereby summoned to attend a meeting of Leigh on Mendip Parish Council for the purpose of transacting the following business.

Kate Egan

Clerk to the Council

**Agenda for the Meeting of
LEIGH ON MENDIP PARISH COUNCIL
To be held on Monday 25th April in the Memorial Hall
Starting at 7.00pm**

- 1. Public Forum**
- 2. Welcome by the Chairman**
- 3. Apologies for absence**
- 4. Absent**
- 5. Declaration of Interests, Dispensations and Requests for Recording**
- 6. County and District Councillor Reports**
- 7. To confirm the minutes of the previous meetings held on 21st March, previously circulated.**
- 8. Matters arising from the minutes but not on the agenda**
- 9. Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered**
- 10. Planning Applications – Responses to be noted from Mendip District Council and Being Monitored**
Due to the number being monitored, these have been included in a separate supporting document.
- 11. To Be Resolved / Discussed.**
 - (a)** Has any response been received from Somerset County Council as to whether permission is required for work to be carried out on the Park Hayes grass area?
 - (b)** Proposal to accept the quote for purchase of a Jubilee Bench - £365.00 inc VAT.
 - (c)** Proposal to agree the fee to the Internal Auditor
 - (d)** Update from Cllr Paula Freeland on quotes for the work required on the churchyard walls.
 - (e)** Proposal to agree the final draft copy of the Annual Newsletter
 - (f)** Proposal to ratify the decision made at the last meeting to build a new Village/Parish Council website using WordPress and to pay the Clerk up to an additional 10 hours for the additional work involved.
 - (g)** Proposal for Cllr Estelle Kirby and the Cemetery Clerk to attend the ICCM Burial Compliance Course on 23rd and 24th August at a cost of £145 per person

12. Clerk's Report

- (a) The Parish Council is still waiting to hear from District Councillor Alan Townsend on why the approval of reserved matters are not publicly available on the Mendip District Council website.
- (b) No further news has yet been received as to the status of the grant application to Hanson. Tarmac have confirmed that the first Halecombe Quarry meeting was held on 30th March.
- (c) The Parish Council are still awaiting information from the police about the parked cars. Once information has been received, notices will be issued.
- (d) The new Community Website is currently being built, and once complete the existing domain name will be transferred across.
- (e) The Burial Register for the Cemetery has now been located. Once Cllr Estelle Kirby and the Cemetery Clerk have attended the Burial Compliance Course in August, extra registers may need to be purchased in order to comply with the rules and regulations.
- (h) The new bank account with Unity Trust Bank is now open, the closure of the old NatWest Account is still ongoing, but once it is fully operational payments will be made via bacs. Proposal to agree the fee to the Internal Auditor
- (f)

13. Accounts for the Year Ending 31st March 2022

- (a) Note the Annual Internal Audit Report from the Internal Auditor
- (b) To Approve the Annual Governance Statement of 2021/2022 of the Annual Return
- (c) To approve the Accounting Statement 2021/2022 of the Annual Return
- (d) Notice of Public Rights and Publication of Annual Governance and Accountability Return.

14. Finance

Bank Balances as at: 31st March 2022

Current Account £8927.55

Reserve Account £9573.99

Receipts

(a) Annual rent from the Allotment Association - £2.00 – received 30.03.22

(b) Annual Precept - £11,300 – received 11.04.22

Payments

(c) SLCC Training Webinar - £20.00

(d) Clerks Salary – March - £298.08

(e) Monthly Payment – Ionos - £1.20

(f) Leigh on Mendip Memorial Hall – Hall Hire - £40.00

(g) Purchase of ink cartridges - £14.77

(h) Refund to Cllr Estelle Kirby for purchase of the Jubilee Bench - £365

(i) Grave Digger Payment - £150.00

(j) Payment to Internal Auditor – to be agreed.

15. Councillor Reports

- (a) PCSO
- (b) Footpaths
- (c) Rangers
- (d) Highways
- (e) Recreation Field
- (f) Quarry
- (g) Allotment Association
- (h) Cemetery

- (i) Memorial Hall
 - (j) School
- 16. Correspondence**
- (a) NALC – Giving local council more of a say on housing – forwarded 22.2.22
 - (b) Frome Area LCN Meeting Wednesday 30th March – forwarded 24.3.22
 - (c) Frome Area LCN Meeting Tuesday 26th April – forwarded 06.04.22
 - (d) Minutes of the Whatley and Westdown Community Liaison Group Meeting held on 24th March and date for the next meeting is Tuesday 28th June which will be a hybrid meeting – forwarded 06.04.22
 - (e) Mendip District Council April Bulletin – forwarded 09.04.22
- 17. Matters to report / items for next agenda**
- 18. Date and time of next meeting: Monday 16th May 2022 in the Memorial Hall. This will include the Annual Parish Meeting, the Annual Council Meeting followed by the monthly Parish Council Meeting.**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions; Equal opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.