

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 26th September 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 and Dispensations
6. County and District Councillor Reports
7. To confirm the minutes of the Parish Council meeting held on 18th July 2022, 8th August 2022 and 22nd August 2022, 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
 - (a) [2022/1609/FUL](#) Erection of 1no three bed, two storey detached dwelling on land previously permitted for stables. Land at 368034 146946 Town End Lane, Leigh on Mendip
 - (b) [2022/1669/HSE](#) Erection of 2 rear dormers, creation of ensuite and relocation of external door and internal stairs. 1 – 2 Perrys Cottages, Leigh Street, Leigh on Mendip
 - (c) [2022/1855/REM](#) Application of reserved matters following outline planning consent 2022/1019/OUT for the erection of a single dwelling and associated access. Matters of access / appearance / landscaping / layout / scale to be determined. Land at 368840 147202 Park Hayes, Leigh on Mendip
10. Planning Applications – Responses to be noted from Mendip District Council and Being Monitored
 - (a) [2022/1019/OUT](#) Application for outline planning permission with all matters reserved for the detached bungalow – Land South of 6 Park Hayes, Leigh on Mendip **Update** Mendip District Council gave approval
 - (b) [2022/1279/FUL](#) Change of use from agricultural to recreation and installation of play equipment, fitness equipment, seating, trees and other planting. Recreational Field, Leigh Street, Leigh on Mendip **Update** Mendip District Council granted approval.
 - (c) Pavement Licence for the Bell Inn **Update** Due to the short consultation period and the Parish Council being unable to obtain an extension, this was submitted under delegated responsibilities from the Parish Clerk. The recommendation was obtained from the general consensus of the Councillors and this was to approve the application.

- (d) **2018/2779/HSE** (Resitting of existing driveway, piers and gates) was refused and then appealed with the following conditions the development shall begin no later than 3 years from the date of the decision.
- (e) **2022/1481/APP** Approval of details reserved by conditions 11 (Roofing) & 12 (External Walls) on planning consent 2021/2649/FUL. 1 Apple Meadow View, Park Hayes, Leigh on Mendip. **Update** Mendip District Council granted approval.
- (f) **2022/0954/HSE** Conversion and extension of existing garage to form 1 bed annexe. White House, Leigh Street, Leigh on Mendip. **Update** Mendip District Council have granted approval.

11. Policies

- (a) Health and Safety Policy

12. Grants

- (a) Application from Leigh on Mendip Recreation Field Committee for £1612.80 for costs towards Grass Cutting

13. To Be Resolved / Discussed.

- (a) Proposal for the Parish Council to contribute costs for the Clerk to attend the National Conference in November for professional development - £75.00
- (b) Proposal to approve the Job Description for the Parish Council Tree Advisor Role
- (c) Proposal on who will be attending the appeal hearing and representing the Parish Council on Tuesday 4th October.
- (d) Proposal to adopt the revised fees and documents for arranging Burials in the Burial Ground
- (e) Discussion and possible proposal on the information received on moving the new Cemetery forward.
- (f) Proposal to accept the quotes and appoint the Internal Auditor for this financial year
- (g) Proposal to consider the development of Local Community Networks Consultation and any responses
- (h) Proposal to respond to the questionnaire from Somerset County Council in regard to providing warm spaces.

14. Clerk's Report.

- (a) Following an appraisal between the Chair of the Parish Council and the Parish Clerk due to the completion of the six-month probation period, both parties were happy and the Parish Clerk is happy to remain as the Parish Clerk and as a result the SCP point is increased by one.
- (b) Unfortunately, Phillip Watts has stepped down from the role of Parish Path Liaison Officer, he was thanked for his time to date.
- (c) Update from the Halecombe Quarry Community Fund Meeting held on 21st September.
- (d) APP/Q3305/W/21/3284378 – Application for Outline Planning Permission with some matters reserved for the erection of up to 40 dwellings. The Informal hearing will be held at The Council Chamber, Mendip District Council Offices, Cannards Grave Road, Shepton Mallet on Tuesday 4th October starting at 10.00am

15. Finance

Bank Balances as at: 18th September 2022

Current Account £16,205.08

Reserve Account £9,574.95

Review of the Annual budget

Receipts

(a) Memorial Fees - £79.00 – cheque banked 12.09.22

Payments

(b) Parish Clerk - Postage - £2.05

(c) Parish Clerk – National conference - £75.00

(d) Parish Clerk – purchase of stationery - £35.97

(e) Parish Clerk – Salary July - £298.08

(f) Parish Clerk – Salary August (includes 8.25 hours for Burial Work) - £398.89

(g) HMRC – August - £9.40

(h) SALC – Training Course - £75.00 (two invoice)

(i) SALC Annual Membership - £153.38

(j) Ionos – Monthly website hosting (July) - £1.20

(k) Ionos – Monthly website and emails (August) - £4.80 – pd by DD 09.09.22

(l) Idverde – grass cutting – July, August and September - £340.59

(m) ICCM – Training Course - £324.00 (two invoices)

(n) Leigh on Mendip Recreation Field Committee – Grant - £1612.80

(o) ICO – Annual Subscription - £40.00

(p) Mendip District Council – election costs - £100.00

(q) Jubilee expenses - £651.51 – to be re-approved as not authorised online following the previous meeting

16. Councillor Reports

17. Correspondence to be noted

(a) Whatley and Westdown Community Liaison Group meeting 5th October – forwarded 19.07.22

(b) Press Release: New Somerset Council supports local decision – forwarded 19.07.22

(c) Frome LCN Mapping Villages Report – forwarded 29.07.22

(d) Mendip District Council Health and Wellbeing Bulletin August 2022 – forwarded 09.08.22

(e) Invitation to a Somerset Unitary Team Meeting on Tuesday 27th September at Wells Town Hall – forwarded 22.08.22

(f) Invitation to Mendip Parishes Liaison Group Meeting on Thursday 29th September – forwarded 18.09.22

18. Matters to report / items for next agenda

19. Date and time of next meeting: Monday 17th October 2022 in the Memorial Hall starting at 7.00pm.

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.