

# Hemington, Hardington & Foxcote Parish Council

## MENDIP DISTRICT OF THE COUNTY OF SOMERSET

Chairman: Mark Corney 01373 834820 [mark.corney@hemington-pc.org](mailto:mark.corney@hemington-pc.org)

Clerk: Jenny Howell 07368 181262 [clerk@hemington-pc.org.uk](mailto:clerk@hemington-pc.org.uk)

To: Councillors M Corney (Chairman), V Curtis, M Francis, F Green, A Hucker (Vice Chairman).

**You are summoned to attend an electronic Annual Meeting of the Parish Council which will be held on Wednesday 5<sup>th</sup> May 2021 at 7.30pm.** The business to be dealt with is set out below.

*Jenny Howell*  
29/04/2021

### *JOINING INSTRUCTIONS:*

You are invited to a scheduled Zoom meeting which you can access online from <https://us02web.zoom.us/>

Simply click on 'Join a meeting' and enter the following meeting ID and password.

**Meeting ID: 863 5063 7748 Password: 01373 OR you may prefer to dial in by telephone 0203 901 7895**

**All participants should mute microphones when not talking to enable the efficient running of the meeting.**

### **PUBLIC PARTICIPATION**

Members of the public and press are entitled to attend the meeting unless the Parish Council by resolution enters confidential session. Within this public session, members of the public may make representations, ask, and answer questions and give evidence on any matter affecting or of concern, by addressing the Chairman. *Members of the public are requested to raise any matter during this session as the rest of the meeting is not open to public participation.*

## **AGENDA**

### **1. ELECTION OF CHAIRMAN**

To elect a Chairman for this municipal year. *Upon his/her election, the Chairman will be invited to formally subscribe a declaration of acceptance of that office.*

### **2. ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman for this municipal year. *If appointed, upon his /her election, the Vice Chairman will be invited to formally subscribe a declaration of acceptance of that office.*

### **3. WELCOME & APOLOGIES**

To consider any apologies for absence.

### **4. PARISH COUNCIL MEMBERSHIP & VACANCY**

a. To receive any updated Register of Interests.

b. The Parish Council currently have one vacancy which may be filled by co-option. Members to consider expressions of interest.

### **5. DECLARATIONS OF INTEREST**

To DECLARE interests, RECEIVE written dispensation requests for items of disclosable pecuniary interest and GRANT requests where appropriate. *Under the Parish Council's Code of Conduct in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.*

### **6. CONFIRMATION OF MINUTES**

Recommended: That the minutes of the Parish Council Meeting of 10<sup>th</sup> March 2021 are approved as a correct record and agreement given for them to be signed by the Chairman.

7. **CHAIRMAN'S REPORT / INTRODUCTION**

To receive a short introduction from the newly appointed Chairman.

8. **DISTRICT COUNCILLOR'S REPORT**

9. **CLERK'S REPORT**

- Request to MDC for litter pick Frome to Radstock Rd.
- Fly tipping.
- Correspondence: Play Area
- Post Box – Turners Tower. Request with Royal Mail to replace stolen post box.

10. **INTERNAL CONTROL / OPERATING PROCEDURES**

- a. To review the following and confirm fit for purpose:
- Standing Orders
  - Financial Regulations
  - Asset Register
  - Risk Assessment / Risk Management Schedule
- b. To confirm that the Parish Council is compliant with the Data Protection Act 2018, Freedom of Information Act 2000 and confirm that there have been no FOI requests for the 2020/21 financial year.
- c. To consider communications strategy (Parish Council website, social media, and other updates).

11. **INSURANCE**

To AGREE insurance renewal to cover 1<sup>st</sup> June 2021 to 31 May 2022. 1 year at £455.51, or long-term agreement – 3 years £443.24 or 5 years £430.97 with Zurich Municipal.

12. **PLANNING**

- a. To note any planning decisions from MDC.
- b. To note Planning responses made by Parish Council to MDC using delegated powers.

<b>Planning Application</b>	<b>Location</b>	<b>Proposal and PC response</b>
2021/0405/HSE	Mulberry House, High Street, Faulkland	Retrospective application to regularise position property curtilage. PC response: <u>recommend refusal</u>
2021/0438/HSE	Marrow Pole House Chickwell Lane To Row Lane Hemington	Conversion of garage and store to yoga studio, with raising of roof line. PC response: <u>recommend approval</u>
2021/0533/HSE	3 Wild Orchard Faulkland To Norton St Philip Road Faulkland	Proposed first floor extension, associated alterations to roof and exterior cladding. PC response: <u>no objection</u>

- c. To consider the following Planning Applications:

<b>Planning Application</b>	<b>Location</b>	<b>Proposal &amp; deadline for response to MDC</b>
2021/0763/FUL	Somerset Lavender Horse Pond Farm Bishop Street, Faulkland.	Erection of shop E(a), workshop E(c)(iii) and Cafe E(b). Deadline: 15th May 2021

13. **HIGHWAYS**

- a. Measures to tackle speeding in the parish
- To receive a report from the Chairman following a meeting with PC Toni Lines Neighbourhood Policing Team.
  - To consider proposal to approach District Cllr, County Cllr and Local MP for support to tackle speeding in the village to include discussion on double white lines/reduction of speed limit.
- b. Potholes and dog mess - Grove Lane.

14. **PLAY AREA**

- a. To discuss and consider the Play Area – currently closed.
- b. To include: a condition report / risk assessment from Cllr Hucker and to discuss further action required.
- c. PC to agree outline plan for the future of the Play Area.
- d. To discuss first quotation received and consider grant funding opportunities and requirements. *Quote requests for replacement play equipment have been submitted to five companies.*

15. **TREE PLANTING INITIATIVE**

To consider application to The Woodland Trust for **Working Wood Tree Pack** (105 saplings - (rowan, silver birch, wild cherry, common oak, field maple, grey willow) for Autumn delivery. Members to consider requirements / plan for planting and ongoing care.

*Note: Original order withdrawn due to the late spring delivery (resolved February 2021 PCM). The Parish Council need to re-apply for Autumn delivery. Application window for November deliveries from late-April (and it will remain open until late-August).*

16. **AUTO SPEED WATCH**

To consider renewal of Auto Speed Watch scheme at £144 per unit (12 months of data connectivity).

17. **FINANCES**

a. To APPROVE the payment schedule for April 2021 (contractual so payment made) and May 2021.

Cheque	Paid to	Amount
1183	Mrs J Howell Basic pay, phone, work from home expense, printer ink. Zoom professional.	£303.78
<b>Total payments made April 2021</b>		<b>£303.78</b>

Cheque	Paid to	Amount
1184	Mrs J Howell Basic pay, phone, work from home expense, printer ink. Zoom professional.	£303.78
1185	Annual Insurance Premium Item 11	TBC
1186	AutoSpeedWatch Item 16	TBC
<b>Total payments recommended for May 2021</b>		<b>£303.78</b>

b. To APPROVE the latest financial statement. (*Bank reconciliation to 31/03/2021*).

c. To note receipt of VAT refund from HMRC - £398.18.

18. **INTERNAL AUDIT**

To note arrangements for the 2020/21 internal audit. *Audit to take place from 17<sup>th</sup> May and annual return should be available for approval at the June PCM.*

19. **SOMERSET UNITARISATION**

Proposal to hold a local poll (referendum) on future of local government in Somerset. The proposal for a local poll to give every elector in Somerset a vote on the two options for the future shape of local government in the county is now to be considered by district councils by 7<sup>th</sup> May 2021. The proposal recommends the holding of a local poll, with voting online or by post, starting on 18 May and ending on 4 June.

20. **CORONAVIRUS AND RETURN TO IN PERSON MEETINGS**

a. *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 do not apply to meetings on or after 7 May 2021. The Annual Meeting of the Parish Council is being held a week earlier than usual – on prior to the expiry of regulations that allow remote meetings.*

b. **Recommended:** That the Parish Council review whether to hold an in-person meeting in June or defer until July. (If defer, PC may choose to manage business / decision making through temporary delegated powers as a short-term measure).

c. **Recommended:** That the Parish Council include a temporary addition to Standing Orders: Delegation to Clerk. Recommended wording: That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, informed by consultation with the members of the council.

21. **INFORMATION / ITEMS TO RAISE FOR CONSIDERATION AT THE NEXT MEETING**

*Information only. Any matter that requires a decision must be set as an agenda item for the following meeting.*

22. **DATE OF NEXT MEETING**

To AGREE the date of the next Parish Council Meeting.