

Witham Friary Parish Council

Mendip District of the County of Somerset

Chairman: Hugo Brooke

Clerk: Jen Gregory 07912177288 withamfriary.parishcouncil@gmail.com

All meetings are normally open to the Public and Press

8th December 2021

To: All Members of Witham Friary Parish Council, District Cllr Gay

Dear Councillor

You are summoned to a meeting of the Witham Friary Parish Council on **Tuesday 14th December 2021 7.30pm**
The meeting will be held at Witham Village Hall.

The meeting will consider the items set out below.

J A Gregory

Jennifer Gregory
Parish Clerk

A G E N D A

12.21.01 Apologies for absence and to consider reasons given

- 1.1 Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

12.21.02 Declarations of Interest and Dispensations

- 2.1 Members to declare any interest they may have in agenda items in accordance with the Council's Code of Conduct.
- 2.2 To receive written requests for dispensation for disclosable pecuniary interests.
- 2.3 To grant any dispensation as appropriate.

12.21.03 Minutes of the previous meeting held

- 3.1 To confirm and sign as a correct record the minutes of the meeting held on 9th November 2021.

12.21.04 Matters referred to the chair

Meeting to be suspended for a public session to enable the electorate of Witham Friary to ask questions or make comments. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to address the Chair with their question and please restrict their comments and/or questions to 2 minutes on any relevant issue. Member of the Press and public will be excluded if the Parish Council by resolution enters a confidential session

12.21.05 Planning Applications for consideration

- 5.1 Update on applications from last meeting where appropriate
- 5.2 To consider the following planning applications:

21/03282/FUL INFO ONLY	Demolition of existing dwelling, agricultural building with prior approval to convert to 2 dwellings, redevelopment of site and erection of 3 dwellings, replacement agricultural building, associated landscaping and revised access Dreamers Farm, Strap Lane, Brewham, Bruton	23.12.21
2021/2361/HSE	Alterations and improvements to existing residential barn conversion, including the addition of new windows and doors, dormer and rooflight. Tynemead Lodge, Bindon Lane	25.11.21 extended to 16.12.21
2021/2517/VRC	Application to vary condition 2 (Drawings) of planning approval 2020/1240/FUL (Demolition of existing buildings and erection of a replacement dwelling with associated works White Oak Farm Strap Lane	07.12.21 extended to 16.12.21

5.3 Invitation to Moorleaze 13th January 2022

12.21.06

Finances

6.1 To present current financial statement and balance on accounts – Balance on Cashbook showing at £34,432.00

6.2 To agree schedule of payments as indicated below

Payment Method	Payee	Amount
BACS	J Gregory Clerk Salary 01.11.21 - 30.11.21 Plus WFH	£270.60
BACS	J Gregory Reimburse of Capital Resolve Payment to SSE of Car Park Lighting	£107.91
BACS	H Brooke Reimbursement of 123 Reg	£86.25
BACS	H Brooke Reimbursement of Indeed Clerk Advert	£97.49
BACS	M Norris Electrical Car Park Lighting	£846.00
BACS	PKF Littlejohn Outstanding Invoice 21.09.21	£240.00
Total Agreed at December PCM		£1,648.25

6.3 Recommendation of a move to Unity Bank (paper attached)

12.21.07

Reports

7.1 Chairman's Report
Representative for Jubilee Committee

7.2 Highways (FN/MP)

7.3 Communications (CH)

7.4 Recreation Ground (WS/JK)

7.5 Play Patch (JK)

7.6 Footpaths (JK)

12.21.08

Network Rail update

12.21.09

Witham Water update

12.21.10

Policy Adoption and Schedule

10.1 To consider the policy documents: Model Publication and Data Protection (attached)

10.2	Schedule of policies and timeline		
	Standing orders)	January
	Code of Conduct)	
	Financial Regulations)	February
	Complaints procedure)	
	Health and Safety)	March
	Risk Assessment of the Council)	
	Village Emergency Plan)	April
	Revisit Model Publications)	

12.21.11 Other business referred to the Clerk

- 11.1 Various Correspondence in relation to the riding school
- 11.2 SW Trading Standards – Avian Flu Notice
- 11.3 Somerset SCO wording for LGB
- 11.4 COVID and further meetings – delegation rights

12.21.12 Date of next meeting

Close