

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

1st February 2022

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

Dear Councillor

You are summoned to a full council meeting of the Witham Friary Parish Council on **Tuesday 8th February 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

01.22.01 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.

01.22.02 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.

01.22.03 Minutes of the previous meeting held

- 3.1 To confirm and sign as a correct record the minutes of the meeting held on 14th December 2021. Note error; precept request should be £9975.00

01.22.04 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

01.22.05 Planning Applications for consideration

- 5.1 Update on applications from last meeting where appropriate: None
- 5.2 To consider the following planning applications: None
- 5.2 Update on visit to Moorleaze

5.4 Notification from Mendip of Adoption of Local Plan Part II on 20.12.21

01.22.06 Finances

- 6.1 To present current financial statement and balance on accounts – Balance on accounts showing as £35150.20 as at 31.12.21.
- 6.2 To advise that we have only just made some December payments that were urgent due to being locked out of online banking. We will make a full bank reconciliation once we are back online and up to date with statements.

6.2 To agree schedule of payments as indicated below

| Witham Friary Payment Schedule - February 2022 | | |
|--|--|----------------|
| Payment Method | Payee | Amount |
| BACS | J Gregory Clerk Salary 01.12.21 - 31.12.21 plus WFH | £229.80 |
| BACS | J Gregory Clerk Salary 01.01.22 - 31.01.22 plus WFH | £225.60 |
| BACS | SSE Car Park Lighting quarter 3 | £120.22 |
| BACS | | |
| Total Agreed at February PCM | | £575.62 |

- 6.3 In relation to Natwest – the locked out situation requires the Clerk to be a signatory to access the account. Changes to mandate to cover clerk as signatory and signing rules as two from four.
- 6.4 Recommendation of a move to Unity Bank (paper attached) – Due to being a corporate body we are not eligible for community type accounts as previously indicated.

01.22.07 Reports

- 7.1 Chairman's Report
- 7.2 Jubilee Sub-Committee Report (Chair)
- 7.3 Highways (FN/MP)
- 7.4 Communications (CH)
- 7.5 Recreation Ground (WS/JK)
- 7.6 Play Patch (JK)
- 7.7 Footpaths (MP)
- 7.8 Quinquennial Club (FN)

01.22.08 Network Rail update

01.22.09 Witham Water update

01.22.10 Policy Adoption and Schedule

- 10.1 To consider the policy documents: Standing Orders, Financial Regulations and Complaints as per schedule. Code of conduct is already in place.
- 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 |) | |

01.22.11 Other business referred to the Clerk

- 11.1 Household Support Fund – Available to individuals struggling with costs. Fund available through the Citizens advice and open to 31st March (details via WF website)
- 11.2 We are looking to join the LCN Pilot (Local Council Network) for Frome
- 11.3 We have set up SSE Electric account online for billing
- 11.4 Cricket Club request – Pavilion

01.22.12 Date of next meeting

Close