

West Crewkerne Parish Council

NOTICE IS HEREBY GIVEN THAT THE WEST CREWKERNE PARISH COUNCIL
ANNUAL COUNCIL MEETING WILL BE HELD AT THE CLAPTON AND WAYFORD VILLAGE HALL
AT 7.15pm on FRIDAY 20th MAY 2022

Rose Richards, Clerk to the Parish Council: 19th March 2022

ALL COUNCIL MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC AND THE PRESS

(Public Bodies (Admission to Meetings) Act 1960)

PUBLIC FORUM

This provides an opportunity for members of the public to participate before the meeting by asking questions of, raising concerns and make comments, regarding the Parish Council. A speaker in the Public Forum may only represent his or her point of view and shall not speak for more than 5 minutes. The Chair of the meeting has absolute discretion to request the speaker to stop, or adjourn the Public Forum at any time. No decision can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting minutes will not be produced.

Reports from County and District Councillors

County and District Councillors may give short verbal reports on matters affecting West Crewkerne.
Minutes will not be produced.

AGENDA

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 & Safety, Bullying & Harassment and Human Rights

013 Election of Chairman

Proposal: To elect a Chairman for the forthcoming year.

014 To receive the Chairman's Declaration of Acceptance of Office

015 Election of Vice Chairman

Proposal: To elect a Vice Chairman for the forthcoming year

016 To receive Declarations of Acceptance of Office from all other Councillors

Proposal: Clerk to confirm that all members have signed their Declaration of Acceptance of Office

017 Election of Joint Burial Committee members

Proposal: To elect a members to stand on the Joint Burial Committee

018 Members to receive apologies for absence and to approve the Reasons given (LGA 1972 s85(1))

019 To receive any Declarations of Interest (pecuniary or non-statutory Interests)

020 Approve the Minutes of the Council Meeting Held 24th March 2022 (LGA 1972 sch 12, para 41(1))

021 General Power of Competence

Members to resolve that West Crewkerne Parish council meets the following criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

1. At least two thirds of the members of the council must hold office as a result of being declared elected. This means they should have stood for election, whether at an ordinary or by election, even if unopposed, and not been co-opted or appointed.
2. The clerk must hold an eligible qualification (Certificate in Local Council Administration - CiLCA)

022 Members to fill the vacant positions on the Council by co-option (s21 Representation of the People Act 1985)

023 Outstanding Items Update

- a) Update on blocked culvert opposite Fairview, Clapton Gate
- b) Update on dead ash tree at Woolminstone

024 Planning Matters

West Crewkerne Parish Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments made by the Parish Council will be reported to the Planning Officer. South Somerset District Council is the Planning Authority and will issue the final decision notice.

- a) Members to resolve Applications received
 - Application Reference: 22/01010/FUL
Applicant: Mr & Mrs C and E Ruell
Location: Hinton Park Estate Hinton St George
Proposal: Part change of use existing holiday let premises to allow additional use to hold wedding ceremonies and to accommodate wedding parties, with new Pagoda for ceremonies.
Observations Required by: 16 May 2022
- b) Applications Decisions received
22/00489/HOU Butlers Orchard Hewish Lane – Permitted with Conditions
- c) Applications Awaiting Decision
21/02940/FUL Land And Buildings At Henley Crewkerne Somerset

025 Finance

Proposals:

- a) Members to approve the May payments and sign cheques
- b) Members to approve the bank reconciliations
- c) Members to review and agree the Bank Account Signatories
- d) To approve the Annual Receipts and Payments account for the year ended 31st March 2022

026 Internal Auditors Report

Proposal:

- a) To receive and approve the Internal Auditor's Report.
- b) To confirm the Council is satisfied that the Internal Auditor has undertaken the audit satisfactorily.
- c) To confirm the appointment of the Internal Auditor for 2022/23 (Mr Wilson)

027 Annual Return for the Financial Year Ended 31st March 2022

Proposal:

- a) To consider and approve Section 1 – Annual Governance Statement for 2021-22
- b) To consider and approve Section 2 – Accounting Statements for 2021-22
- c) To approve signing the Certificate of Exemption – AGAR 2021/22 Part 2
- d) Members to agree the dates for the exercise of Public Rights to the financial records of the Parish Council

028 Training

Proposal: Members to consider they wish to attend any of the available training courses arranged by Somerset Association of Local Councils (SALC):

- a) Roles & Responsibilities - Councillor Essentials Training Part 1
- b) Finance & Governance – Councillor Essentials Training Part 2

- c) The Code of Conduct Explained
- d) Being a Successful Chairman
- e) Local Council Finance Explained
- f) The Council as an Employer – 10 Rules for Success
- g) Responding to Planning Applications (4 spaces for the price of 3)

029 Highway Matters

- a) Members to discuss Small Improvement Scheme and the report on speeding through Roundham
- b) Update of Speed Indicator Devices

030 Update on the Enforcement notice issued in respect of the caravan at Watery Lane in Hewish

031 Members to discuss the new Community Biodiversity Pack written by SSDC Environment Team

032 Clerk's Report and Correspondence

- a) Various e-mails, Payroll End of Year completed, Accounts provided to Internal Auditor, VAT 126 refund claim submitted, details of two temporary road closures received from SCC, confirmation of payment received from Zurich Insurance

033 Date of Next Meeting: 28th July 2022