

# 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 THURSDAY 25th MAY 2023

*Rose Richards, Clerk to the Parish Council: 19th May 2023*

## 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*

#### 114 Election of Chairman

Proposal: To elect a chairman for the forthcoming year.

#### 115 To receive the Chairman's Declaration of Acceptance of Office

#### 116 Election of Vice Chairman

Proposal: To elect a Vice Chairman for the forthcoming year

#### 117 To receive Declaration of Acceptance of Office from co-opted members

#### 118 Election of Joint Burial Committee members

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

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

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

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

#### 122 Outstanding Items Update

- a) Update on response from Roundham residents in regards to the SID's
- b) Update on the caravan at Portway Cottages
- c) Update on Highways re SIDs, posts etc

#### 123 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 Number: 23/00924/FUL and 23/00925/FUL and 23/00926/FUL
  - Proposal: Proposed roofed silage clamp enclosure
  - Location: Coombe Farm, Hill Dairy Hewish Lane West Crewkerne Somerset TA18 8QY
  - Applicant: AH Warren Trust LTD
  - Observations Required by: 16th May 2023
- b) Applications Decisions received
  - 23/00167/FUL Higher Bridge Farm Axe Road Drimpton DT6 3RJ – Permitted with Conditions
  - 23/00377/HOU & 23/00378/LBC The Granary Henley Manor Henley – Permitted with Conditions
- c) Applications Awaiting Decision
  - 22/02315/HOU Boughbeech Clapton Road West Crewkerne TA18 8PS – Still Awaiting Decision

#### **124 Finance**

Proposals:

- a) Members to approve the May payments and sign cheques
- b) Members to approve the bank reconciliations

#### **125 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 2023/24 (Mr Wilson)

#### **126 Annual Return for the Financial Year Ended 31st March 2023**

Proposal:

- a) To consider and approve Section 1 – Annual Governance Statement for 2022-23
- b) To consider and approve Section 2 – Accounting Statements for 2022-23
- c) To approve signing the Certificate of Exemption – AGAR 2022-23 Part 2
- d) Members to agree the dates for the exercise of Public Rights to the financial records of the Parish Council – Must include the first 10 working days in July.

#### **127 Document Review**

Proposal: Members to review and adopt the following policies:

- a) Grant Awarding Policy
- b) Donations Policy

#### **128 Members to review Crewkerne Town Council's precept request for the Townsend Cemetery**

#### **129 Report from the Joint Burial Committee**

#### **130 Highways Matters**

#### **131 Clerk's Report and Correspondence – See Clerk's Report**

#### **132 Date of Next Meeting: 27th July 2023**