

The Charltons Parish Council

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Notice of Parish Council Meeting
Tuesday 22nd June 2021 at 7.30pm in The Reading Room, Charlton Mackrell

All Council Meetings are Open to Members of the Public and Press
(Public Bodies [Admission to Meetings] Act 1960)

Please note that due to guidelines on Covid control certain protocols will be put in place for this meeting to protect everyone attending. For more details contact the Clerk .

Dear Councillors

You are summoned to the following Meeting of the Parish Council on Tuesday 22nd June 2021 at 7.30 pm in The Reading Room, Charlton Mackrell.

RCarter

Clerk to The Charltons Parish Council

Agenda issued on 17th June 2021

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, Crime & Disorder, Health & Safety, Bullying & Harassment and Human Rights.

Public Session

Public session to enable members of the public to make representations, answer questions and give evidence at a meeting which they are entitled to attend **in respect of the business on the agenda only in accordance with Standing Order 3 (e)**. Members of the public are asked to restrict their comments and/or questions to three minutes.

Reports from County and District Councillors

District and County Councillors may give short verbal reports on matters affecting the Parish.

21/54. Apologies for Absence and to consider the reasons given

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

21/55. Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authority (NALC Model Code of Conduct 2012) adopted July 2012. (NB this does not preclude any later declarations).

21/56. Minutes.

To approve the Minutes of the virtual Annual Parish Council meeting and ordinary PC Meeting held on Tuesday 6th May 2021.

21/57. Parish Council Vacancies.

To consider applications received and conduct vote to fill two casual vacancies on the Parish Council by co-option.

21/58. Wildlife and Countryside Act 1981 Application to add a restricted byway and to upgrade part of footpath L 6/22 to a restricted byway over Withybed Lane from the junction with Combe Lane southeastwards to the junction with the A37 at Stickle Bridge, Charlton Mackrell.

To consider application to amend the Definitive Map and provide any relevant information to Somerset County Council (SCC).

21/59. Planning.

- a. To consider the following planning applications (PA):
 - i. **PA 21/01071/FUL.** The change of use of land to extension of domestic garden and the erection of a building for land management machinery and an exercise pool at The Old Waterworks, Ilchester Road, Charlton Mackrell.
 - ii. **PA 21/01141/HOU.** Replacement windows and doors to a single storey dwelling in a conservation area at Fox Hollow Barn, West Charlton.
 - iii. **PA 21/01378/HOU.** Proposed single storey extension with roof terrace to replace existing conservatory at The Garden House, Sandpit Lane, Charlton Mackrell.
 - iv. **PA 21/01548/HOU.** Proposed extensions and alterations at The Willows, Cary Fitzpaine.
- b. South Somerset District Council (SSDC) Decisions:
 - i. **PA 21/00709/COU.** Change of use of one stable unit from Equestrian to Sui Generis (Canine Physiotherapy Treatment Room) - Retrospective Application at Welham Barn, Wellham Farm Lane, Charlton Mackrell – **APPROVED.**
 - ii. **PA 21/01543/FUL.** Proposed digestate lagoon and associated access and turning area on land Os 4300 Fosse Way, Charlton Mackrell – **APPROVED.**

21/60. Small Highway Improvement Scheme (SIS) T1004344 – Charlton Mackrell.

To consider the scheme proposed for Kingweston Road, Ilchester Road, West Charlton, Bonfire Lane and Primrose Hill, which can be found at SCC website via link:

www.somerset.gov.uk/roads-and-transport/small-improvement-schemes-directory/

(look for T1004344 - Charlton Mackrell in South Somerset district).

21/61. Finance.

- a. **Balance of the Council's Bank Account and Bank Reconciliation.**

To report on the Council's Bank Account.

- b. **Accounts for payment.**

To review and approve a schedule of items of expenditure (incl. VAT):

Community Action Suffolk Insurance	£258.55
Grant Summer Playdays – Friday 30 July 2021	£250.00
Internal Auditor – Local Council Services, Mr S Pritchard	£60.00
Clerk's Expenses Apr to Jun 21	£47.22

21/62. Annual Receipts & Payments and Internal Auditor Report 2020/21.

To agree the Annual Receipts & Payments accounts and receive the Annual Internal Audit Report for 2020/21.

21/63. Section 1 – Annual Governance Statement 2020/21.

To consider and approve Section 1 – Annual Governance Statement 2020/21.

21/64. Section 2 – Accounting Statements 2020/21.

To consider and approve Section 2 – Accounting Statements 2020/21.

21/65. Signing of the Annual Governance and Accounting Statements 2020/21.

Following approval, Chairman and Clerk to duly sign the Annual Governance Statement and Chairman to sign the Accounting Statements for 2020/21.

21/66. To set the commencement date for the Exercise of Public Rights 2020/21.

Responsible Financial Officer (RFO) to set the date and publish with details of the arrangements for the exercise of public rights.

21/67. Business Continuity Motion to Council

In light of the Coronavirus (Covid-19) pandemic and government advice the Council is to consider and resolve that:

a. Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.

b. Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council and the relevant Committee Chairman (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.

c. The authority to decide the Council's response to planning applications be delegated to the Clerk, in consultation with the Chairman and Vice Chairman of the Council. Members of the Council will be informed of applications out for consultation and whenever possible invited to attend an informal remote meeting of the Council to be held via zoom software and invited to submit comments to the Clerk on such applications to which informal remote meetings members of the public and press will also be welcome to attend and make representation.

d. The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.

21/68. Fibre to the Premises Broadband (FTTP).

Update on Openreach and Wessex Internet proposals to bring FTTP to The Charltons.

21/69. Items for Report and Future Business.

Please notify items to the Clerk at least 24hrs before the meeting.

Next meeting: Ordinary Meeting to be held on Tuesday 20th July 2021, 7.30pm in The Reading Room, Hillway, Charlton Mackrell.