



QUEEN CAMEL PARISH COUNCIL

Clerk: Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT

Tel: 01963 250925

e-mail: queencamel.clerk@gmail.com

www: www.queen-camel.co.uk

AGENDA

The next meeting of Queen Camel Parish Council will be held at the Memorial Hall on Monday 8th July 2019 at 7.30pm. All Councillors are summoned to attend.

**Emma Curtis
Parish Clerk**

Public Question Time

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion. Please note, any new items raised by the public in this session will not be discussed by the Council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

01/07 Apologies for Absence

02/07 Declarations of Interest

03/07 To approve as a correct record the minutes of the previous meeting held on 10th June 2019

04/07 To approve as a correct record the minutes of the previous meeting Finance and Risk Committee Meeting held on 29th April 2019

05/07 To receive any Police matters

06/07 To receive County and District Councillor reports

07/07 Planning

a) **To consider any planning applications:** None at time of production of agenda

b) **To note any planning approvals:** None at time of production of agenda

c) **To note the following Agricultural Notification:**

19/01712/AGN Windsor Farm, Sutton Montis Road – Prior notification for proposed cow tracks

08/07 Council Matters

a) To consider speed bumps and speeding towards Roman Way

b) To receive Footpaths and Environment updates

c) To receive an update from the Playing Fields Lease Working Group

d) To consider quotation and dates for Cllr Essentials Training from SALC

e) To receive and discuss any Highways matters and ongoing issue at Blackwell Lane

f) To receive an update and consider options for Fingerpost Signs

g) To consider purchasing a Parish Council financial software package and consider quote

h) To consider purchasing a new Parish Council website and consider quotation

i) To consider improving the image of Queen Camel

09/07 Neighbourhood Plan

- a) To confirm circulation of the Neighbourhood Plan summary
- b) To confirm remuneration for the production of the Neighbourhood Plan summary
- c) To consider extending the Neighbourhood Plan Consultation period

10/07 Finance

- a) To receive an update on the Parish Council banking situation and sign letter to Natwest
- b) To approve out of committee approval for the signing of a cheque in August for the Clerks August salary and expenses due to there being no meeting
- c) To consider invoice received from Fairhurst and whether the Parish Council are obliged to pay
- d) To note the submission of the 2018/19 Annual Governance and Accountability Return
- e) To note the Councils reapplication to register with HMRC for PAYE and NI payments
- f) To approve the following accounts for payment and two signatories for cheques:

Supplier/Contractor	Narrative	Amount
Staff	June Salary	£482.46
Staff	June Expenses & Mileage	£94.04
South Somerset District Council	Parish Council Elections	£259.32
Came and Company	Parish Council Insurance	£437.55
SALC	Chairman Training	£60.00
Milborne Port Computers	Wireless Adapter and Call Out	£42.00
Supply Stores Queen Camel	Annual Village Meeting Supplies	£149.43
B Hewlett	Cheese for Annual Village Meeting	£14.64
S Stapely	Annual Village Meeting Expenses	£12.00
TBC	Plants on Triangle	£61.88

11/07 Correspondence

- a) To note circulation of the Service Delivery Operating Model Proposal from Devon and Somerset Fire & Rescue Service
- b) To note circulation of an email from the Environment Agency regarding the Neighbourhood Plan
- c) To consider email from Asset Sphere
- d) To note email from SSDC regarding Review of South Somerset Local Plan
- e) To consider email from SSDC regarding Environment Strategy – Issues and Opportunities

12/07 Date of next meeting – The next Parish Council meeting will be held on Monday 9th September 2019. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Thursday 29th August.