



QUEEN CAMEL PARISH COUNCIL

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AGENDA

A Meeting of Queen Camel Parish Council will be held on Monday 17th October 2022 at 7:30pm, Main Hall, Queen Camel Memorial Hall

All members are summoned to attend.

The meeting will begin after an opportunity for members of the electorate of the Parish to speak. This is restricted to approximately 15 minutes in total, but shall be at the Chairman's discretion.

10/01 To ELECT a Chairman

To elect a Chairman for this meeting (and potentially remainder of the year).

10/02 To RECEIVE, and consider for approval, apologies for absence

Apologies received from Cllr Brendon (away) and Cllr Norman (clash of meetings)

10/03 To RECEIVE Declarations of Interests

10/04 To RECEIVE County and District Councillor reports

10/05 To APPROVE as a correct record the minutes of the Parish Council Meeting held on 18th July 2022

<https://queencamelpc.org.uk/wp-content/uploads/2022/07/2022-07-18-Draft-minutes-SJ.pdf>

10/06 To RECEIVE the Clerk's Report – circulated

10/07 To REPORT on timetable for filling the casual vacancy

Public notice posted on 11th October

10/08 Election of Officers

To elect Members to the following:

- Vice Chair
- Lead councillor for Environment and Footpaths
- Chair of Playing Field Management Committee

10/09 To RESOLVE to SIGN-UP to the civility and respect pledge (a) and to ADOPT policies (b-e) (background papers)

a) By signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role. <https://www.nalc.gov.uk/our-work/civility-and-respect-project#the-pledge>

b) Equality and Diversity Policy

c) Dignity at Work Policy

d) Grievance Policy

e) Disciplinary Policy

10/10 Grants Policy

To **RESOLVE** to approve the revised Grants Policy, including the Application Form and Marking Grid (circulated, together with a discussion paper)

10/11 Planning Report – circulated (No new applications requiring comments received at date of Agenda)

To consider planning applications received and **RESOLVE** to submit comments where appropriate. Any applications received following the issue of this agenda will also be considered.

10/12 Next steps for obtaining storage container for village assets

To APPOINT a Councillor to be responsible for providing a written paper for November Council meeting identifying the container specification (size, fittings, delivery and installation options) to propose where the container is to be sited and provide indicative costings.

10/13 Playing Field (background papers)

a) To **RECEIVE** report from Playing Field Management Committee (PMFC) (circulated) and to note draft minutes of last meeting <https://queencamelpc.org.uk/wp-content/uploads/2022/10/2022-10-03-PMFC-Draft-minutes.pdf>

b) To **RESOLVE to APPROVE** that the Chair of the PFMC be given delegated authority to move money between the budgeted sub-headings for the playing field, provided that the budget as a whole is not exceeded. (During this first year of management is difficult to predict what the budget should be for each sub-head).

c) To **RESOLVE to APPROVE** to purchase a leaf-blower for a cost not exceeding £500

d) To **RESOLVE to APPROVE** revised Terms of Reference for the PMFC – circulated

e) To **RESOLVE to APPROVE** the following PMFC decisions on fees:

- Hire charges generally to rise by 10% from 1/1/2023
- Football pitch fees to rise again from June 2023 to £38.50 to £40 for new season
- In recognition to the support from the cricket club since taking management of the field Cricket pitch fees to be held and remain the same for the 2023 season.

f) To **RECEIVE a report about fundraising for play area**

Including an update on lottery application

10/14 Land owned by SCC at north end of Queen Camel Playing Field

a) To **NOTE** that that parishioners intending to send in a petition to SCC.

b) To **RESOLVE** to request the clerk to apply for registration of the land owned by Somerset County Council at the north end of Queen Camel Playing Field as an Asset of Community Value.

Assets of Community Value remain on the register for 5 years, and may be nominated again at the end of that period. <https://www.southsomerset.gov.uk/your-council/your-council-plan-and-strategies/communities/localism-and-community-rights/community-right-to-bid/>

10/15 Highways and Traffic:

a) To **RESOLVE** that the Temporary Traffic Order Questionnaire may be distributed to residents during October 2022 (draft questionnaire circulated) and to **APPOINT** councillor to take responsibility.

The questionnaire is required to provide evidence that road closes roads to Queen Camel at weekends are effective. (Order is set to expire Feb 2023)

b) **Correspondence** has received about traffic issues in Queen Camel High Street (circulated)

- Speeding vehicles / weigh limits
- Parking at Camelot Court

10/16 Environment and footpaths:

- a) **Correspondence regarding the A303 ancient tree.** To **NOTE** the letter from National Highways (circulated)
- b) **Footpath WN23/21 requested by Cllr Norman (and Correspondence)**

One of the footpath gates has been moved. QCPC was notified of this in February by the ROW officer. Background information has been circulated.

10/17 Neighbourhood Watch

To **DISCUSS** the Queen Camel Neighbourhood Watch scheme and to **RESOLVE** the Parish Council's responsibilities.

10/18 Cost of Living Crisis

South Somerset District Council are due to publish details of a 'Warm Welcome' initiative (not available at date of Agenda). To **DISCUSS**, if available by the meeting.

10/19 Banking and Finance

- a) To **RESOLVE to APPROVE** that the clerk may have delegated authority up to £500 per month to purchase items for the Community Lounge from the *Opening up Safely* fund
- b) To **RESOLVE to APPROVE** that the Bank reconciliation for 30/9/2022 may be signed at the Financial and Risk Committee meeting on 24th October 2022.
- c) To **RESOLVE** to approve any payments not previously authorised (none at time of Agenda)
- d) To **RECEIVE** financial reports including, details of payments and receipts since last council meeting on 18th July 2022, financial reports for the quarter ended 30/9/2022, and the latest Reserves Statement.
- e) To **RESOLVE to move ring-fenced reserves as follows:**
- £1,200 has been earmarked for Playing Field for some years with no specific purpose. To **RESOLVE** to move this to the earmarked Play Equipment fund
 - £847 had been earmarked as Youth Council for some years. To **RESOLVE** to move this to the Youth Shelter fund.



Elaine Owen

Parish Clerk