

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT**Tel:** 01963 250015**e-mail:** clerk@queencamelpc.org.ukwww.queencamelpc.org.uk**AGENDA**

The next meeting of Queen Camel Parish Council will be held at the Memorial Hall on Monday 13th January 2020 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.

01/01 Apologies for Absence

02/01 Declarations of Interest

03/01 To approve as a correct record the minutes of the previous meetings held on 11th November 2019 and 9th December 2019

04/01 To receive any Police matters

05/01 To receive County and District Councillor reports

06/01 Planning

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

b) To note any planning decisions: None at the time of agenda production

07/01 Council Matters

a) To receive information on Local Council website and accessibility requirements and update regarding website security

b) To receive Footpaths and Environment updates and consider village tidy up

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

d) To adopt new Standing Orders

e) To adopt new Financial Regulations based on the updated NALC model dated July 2019

f) To receive update on Cleveside House

g) To consider the SSDC Great Parish Tree Giveaway

h) To note flooding at Church gate and report to Highways

i) To consider upkeep of Green Lane

j) To receive an update on the preparations for the 75th VE Day Commemorations

k) To receive an updates on A303 developments

08/01 To receive an update on the Neighbourhood Plan and consider suitable location for siting during six week consultation

09/01 Finance

- a) To receive an update on the Parish Council banking situation
- b) To note receipt of current financial documentation (reports attached)
- c) To approve the cashbook and bank account reconciliations for the year to date
- d) To consider budget for the 2020/21 financial year and complete Precept Request Form
- e) To approve the following accounts for payment and two signatories for cheques:

| Supplier/Contractor | Narrative | Amount |
|----------------------------|-----------------------------|---------------|
| Staff | December Salary | £375.70 |
| HMRC | PAYE & NI | £17.00 |
| Staff | December Expenses & Mileage | £57.80 |

10/01 Correspondence

- a) To note January 2020 Briefing Note from the Leader of Somerset County Council

11/01 Date of next meeting – The next Parish Council will be held on Monday 10th February 2020. All items for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 31st January.**