



QUEEN CAMEL PARISH COUNCIL

Clerk: Elaine Owen, Innes House, Kingsdon, Somerton, Somerset, TA11 7LL

Tel: 07726 245 101

e-mail: clerk@queencamelpc.org.uk **website:** www.queencamelpc.org.uk

COVID Advice

"The government expects and recommends that people wear face coverings in crowded and enclosed areas where you come into contact with people you do not normally meet."

AGENDA

A Meeting of Queen Camel Parish Council will be held on Monday 13th September 2021 at 7:30pm, Marples Room, 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.

09/01 Apologies for Absence

09/02 Declarations of Interests

09/03 To RECEIVE County and District Councillor reports including any update for the following:
SCC Highways professional opinion about Queen Camel Pinch Points

09/04 Minutes of the previous meeting to be confirmed as correct

To approve as a correct record the minutes of the previous meeting held on 15th July 2021.

09/05 Action Points from Previous Council Meeting (all other matters are on the Agenda)

09/06 Correspondence (not included elsewhere in the Agenda)

None at time of Agenda

09/07 Policies and Procedures review

To RECEIVE progress report from Councillors or clerk undertaking reviews.

09/08 Planning (background paper)

a) Planning Applications requiring QCPC consultation

To RESPOND to any planning applications validated since last meeting.

b) Planning Application decisions

To NOTE planning application decisions made by SSCDC since last meeting.

c) Planning Applications not requiring QCPC consultation

To NOTE Planning Applications about tree works and other minor works.

09/09 The Old Surgery

To RECEIVE any update

09/10 Neighbourhood Plan

To DISCUSS a proposed timetable for action on Projects.

09/11 Impact of A303 dualling works

a) Meeting between QCPC and SCC Highways

At time of Agenda a meeting is being arranged with Highways England and County Highways blocking off of Traits and Gason Lane.

b) Other A303 updates

To **RECEIVE** any update on from Councillor D Hewlett and Councillor Norman

09/12 Queen Camel Traffic Regulation Order (TRO)

a) To **RECEIVE** an update about its implementation (and salt bin).

b) To **AUTHORISE** any further expenses incurred for road signs etc. as notified to the meeting.

09/13 Highways Wales Bridge

Planned works are scheduled for September. To **RECEIVE** any further update.

09/14 Environment and footpaths

a) Sewage Discharge into River Cam

To **RECEIVE** an update from Councillor Malton following a recommendation that QCPC should write to SSDC, SSC and the MP about discharge by Wessex Water.

b) Footpath Maintenance

To **RECEIVE** an update from Councillor Malton, including re. strimmer maintenance.

c) Ownership of grass verge outside church gates

To **DISCUSS** ownership (and therefore responsibility for maintenance)

d) Litter / waste bins

To **RECEIVE** an update from Councillor Malton, including progress on dog bins.

c) Rights of Way consultation

To **RECEIVE** an update from the clerk re: application to upgrade existing footpaths (WN23/11, WN23/12, WN23/38, WN23/40, WN27/4) to bridleways and to add sections of bridleway.

09/15 Flood Committee

To **RECEIVE** any update from Councillor Norman.

09/16 SCC Land at Queen Camel Playing Field

To **RECEIVE** any update from the clerk on SCC land at the north of the Queen Camel Playing Field. (None received at time of Agenda.)

09/17 Queen Camel Playing Field

a) Playing Field Management Committee (PMFC)

To **RECEIVE** an update from Councillor Brendon about PFC response to proposed Terms of Reference and **RECEIVE** any further general update about the Playing Field.

b) Playing Field Development Committee (proposal for new Committee)

To **RESOLVE** the need for a new committee, its purpose and membership

c) Playing Field Charity (proposal for new Charity with Parish Council as sole trustee)

To **DISCUSS** the need for a new charity.

09/18 Neighbourhood Watch

To **RECEIVE** an update from Councillor Jones.

09/19 Communications

a) To **RECEIVE** an update about village Welcome Packs from Councillor Gettings.

b) To **RECEIVE** an update about the new village Facebook page from Councillor Jones.

c) To **RECEIVE** an update about using of Mailchimp to distribute Agendas and Minutes.

d) To **RECEIVE** an update about improving the sound system in the village hall.

09/20 The Queen's Platinum Jubilee

To **RECEIVE** an update about participating in the celebration (2nd to 5th June 2022).

09/21 Annual Village (Parish) Meeting

To **RECEIVE** an update on preparations for Annual Village Meeting (Friday 17th September 2021) from Councillors Norman and Malton.

09/22 Solar Farms

To **RECEIVE** any update from the clerk regarding emails sent to the two solar farms.

09/23 Community Benefit Fund (CBF)

- a) To **RECEIVE** an update from the meeting of the CBF Panel on 25th August 2021.
- b) To **NOTE** that one Panel member has withdrawn and been replaced.
- c) To **NOTE** requirement for clerk to minute meetings.

09/24 Grants and Donations

- a) To **RECEIVE** an update on Grants paid from Precept
- b) To **DISCUSS** an application for a Grant of £100 to support dementia training.

09/25 Grant Applications

To **RESOLVE** to approve an application to the Opening up Safely and Reconnecting Communities Fund

09/25 Financial Reports

To **RECEIVE** an update from the Finance and Risk Committee Chairman

09/26 Accounts for payment

a) To **NOTE** the following payments made since last meeting (already authorised).

	Item	Date paid	VAT	Amount	Minute no.
1	Arnold Baker – refund clerk	31/8/2021	no	£119.99	29/4
2	Clerk home office	31/8/2021	no	£33.50	F09/07
3	Clerk salary and overtime	31/8/2021	no	£746.02	F09/07 & 07/31
4	Coram Construction training	3/9/2021	yes	£792.00	07/15

b) To **APPROVE** the following payments made since last meeting that were authorised via delegated authority to Chair of Finance and Risk Committee

	Item	Date paid	VAT	Amount	Authorised
1	SALC / NALC affiliation	3/9/2021	no	£227.61	31/8/2021
2	SALC New Councillor training plus Planning and GDPR	3/9/2021	no	£150.00	31/8/2021
3	Viking – office ink, paper etc – refund clerk	3/9/2021	yes	£80.39	31/8/2021

09/27 Clerk hours

To **AUTHORISE** overtime for Clerk for July at 10 hours. No overtime required for August.

09/28 Meeting dates To **RESOLVE** whether Parish Council meeting dates need to be changed.**09/29 Election date options 2022 or 2023**

To **RESOLVE** whether Council are in favour of moving Parish Councillor election forward one year to coincide with the unitary authority elections in 2022.

Date of next meetings

Meetings start at 7.30 and are held in the Marples Room, Memorial Hall, Queen Camel.

- Finance and Risk Committee will meet on Monday 4th October 2021. All items to be considered for the agenda must be received by the Clerk by 9.00am on Wed 22th September.
- Parish Council date to be confirmed.
- The Community Benefit Panel will meet on Wednesday 10th November 2021.

Elaine Owen
Parish Clerk