

AGENDA

A meeting of Queen Camel Parish Council will be held on Monday 16th September 2024 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** To **RECEIVE**, and consider for approval, apologies for absence
- 09/02** To **RECEIVE** Declarations of Interests
- 09/03** To **APPROVE** as a correct record the minutes of the Parish Council Meeting held on 15th July 2024
- 09/04** To **RECEIVE** Somerset Councillors' report
- 09/05** To **RECEIVE** the Clerk's Report of actions taken and updates for information
- 09/06** To consider the following planning applications received and **RESOLVE** to submit comments where appropriate
- a) **24/01748/HOU** Broomfield House Church Lane Queen Camel Yeovil Somerset BA22 7NX
Replacement of single pane wooden windows (and doors onto back garden) with appropriate uPVC double glazed windows
 - b) **24/01847/HOU** Townsend Sparkford Hill Queen Camel Yeovil Somerset BA22 7PF
Proposed demolition of existing outbuilding and erection of replacement annexe and the adaptation of an existing vehicle access to improve onsite parking and access onto Sparkford Hill
- 09/07 Playing Field Working Group (PFWG)**
- a) To **RECEIVE** the minutes of the meeting held 05/08/2024 and any subsequent update
 - b) To **NOTE** the new draft Hire Agreements for Cricket, Football and General Purposes, QCPF Volunteers and Users Guide and the Induction paper for New Members and Volunteers and **APPROVE** as necessary
 - c) To **CONSIDER** Cricket Club maintenance costs
 - d) To **APPROVE** the location of the proposed new cricket nets for the playing field and agree any fundraising requirements
 - e) To **ADOPT** the revised playing field risk assessment
- 09/08 New play area**
- a) To **RECEIVE** an update on the new play area project and official opening
 - b) To **APPROVE** destruction of unsuccessful tender hard copy paper documents
 - c) To **CONSIDER** the quotes received for improvements to the playing field carpark and fencing and, if appropriate, **APPROVE** the contractor
- 09/09 Flood Committee**
- a) To **RECEIVE** an update from the Flood Committee following Section 19 meeting and **RESOLVE** if an Emergency and Contingency Plan is needed in addition to a Flood Plan
 - b) To **CONSIDER** support for funding of flood gauges when pilot scheme ends
- 09/10 Highways and Traffic**
- a) To **RECEIVE** any update or comments on the A303 works
 - b) To **RECEIVE** an update from the Sutton Farm Working Group

c) To **RECEIVE** an update on which drains, gutters and other highways issues remain a problem and to **RESOLVE** any action required

09/11 To **RESOLVE** who will attend the next Local Community Network (LCN) meeting at 7.00 on 23/10/2024 at Caryford Community Hall

09/12 To **RECEIVE** an update on the Annual Governance and Accountability Return for year ended 31/03/2024

09/13 To **RESOLVE** if any domain changes are needed to comply with Web Content Accessibility Guidelines (WCAG)

09/14 Finance and Banking

a) To **APPROVE** payments since last council meeting

b) To **APPROVE** any other payments not previously authorised

c) To **NOTE** the bank balances at 31st August 2024 and **APPROVE** the bank reconciliation for quarter ended 30/06/2024 prior to it being signed by the chairman and clerk

d) To **RESOLVE** if the payment for Parish Online subscription should change to monthly direct debit from annual billing

Cherry Toop

Parish Clerk

11th September 2024

Date of next meetings

Finance, Personnel and Risk Committee meeting ~~21st October 2024~~ (tbc) at 7.30pm in the Marples Room, Memorial Hall

Parish Council meeting 18th November 2024 at 7.30pm in the Marples Room, Memorial Hall