

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT**Tel:** 01963 250925**e-mail:** clerk@queencamelpc.org.uk**www:** www.queencamelpc.org.uk**AGENDA**

The next meeting of Queen Camel Parish Council will be held at the Memorial Hall on Monday 11th November 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.

01/11 Apologies for Absence

02/11 Declarations of Interest

03/11 To approve as a correct record the minutes of the previous meeting held on 9th September 2019

04/11 To receive any Police matters

05/11 To receive County and District Councillor reports

06/11 Planning

a) To consider the following planning applications:

| Application Number | Proposal | Applicant Details |
|---------------------------|---|---|
| 19/02505/OUT | Outline application with all matters reserved for the erection of an agricultural workers dwelling and formation of internal trackway | Mr James Tabor Windsor Farm, Sutton Montis Road, Queen Camel, BA22 7HW |

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

07/11 Council Matters

- a) To consider continued Highways issue at Blackwell Lane
- b) To consider A303 developments (BN)
- c) To receive Footpaths and Environment updates
- d) To receive an update from the Playing Field Lease Working Group
- e) To receive an update and consider options for Fingerpost Signs
- f) To receive an update on preparations for a possible VE Day Commemoration
- g) To consider the village Neighbourhood Watch and Welcome Pack
- h) To consider funding the old website as a community asset
- i) To approve permanent employment of Parish Clerk following three month probationary

- period
- j) To consider SSDC Parish Ranger Scheme
 - k) To note circulation of the SSDC Winter Service email and consider the SSDC Snow Warden Initiative

08/11 Neighbourhood Plan

- a) To receive an update on the status of the Neighbourhood Plan

09/11 Finance

- a) To receive an update on the Parish Council banking situation and resolve to approve cheque payments to Unity Trust Bank to transfer all funds from the current and Natwest bank
- b) To approve the cashbook and bank account reconciliation for the current account to 10th October 2019 and business reserve account to 30th September 2019
- c) To note receipt of the completed Annual Governance and Accountability Return 2018-19 and note the “except for” matters raised
- d) To note circulation of current financial summary
- e) To approve the following accounts for payment and two signatories for cheques:

| Supplier/Contractor | Narrative | Amount |
|-------------------------|----------------------------------|---------|
| Staff | September Salary | £501.38 |
| HMRC | PAYE & NI | £65.40 |
| Staff | September Expenses & Mileage | £80.21 |
| Staff | October Salary | £375.70 |
| Staff | October Expenses & Mileage | £33.50 |
| Sue Gettings | Reimbursement for Poppies | £150.00 |
| Sue Gettings | Reimbursement for printing paper | £2.75 |
| SALC | CIlr Essential Training | £195.00 |
| SALC | SALC & NALC Affiliation Fees | £221.70 |
| Viking | Office Supplies | £108.67 |
| PKF Littlejohn LLP | AGAR Fees | £240.00 |
| Milborne Port Computers | Laptop clean, tidy & upgrade | £102.00 |
| ICO | Data Protection Renewal Fee | £40.00 |
| Parish Online | Digital Mapping | £90.00 |

10/11 Correspondence

- a) To consider letter and proposal from resident regarding 999 responses
- b) To consider letter regarding traffic calming at Marston Magna
- c) To consider email from resident regarding the Playing Field
- d) To consider email from resident regarding footpath between Wales entrance to joint path
- e) To note email from Hastoe Housing Association

11/11 Date of next meeting – The next Parish Council meeting will be held on Monday 9th December 2019. All items for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 29th November.**