

# NORTON ST PHILIP PARISH COUNCIL

[www.nortonstphilipparishcouncil.co.uk](http://www.nortonstphilipparishcouncil.co.uk)

**Chair** Ian Hasell, 7 Monmouth Paddock, Norton St Philip, Somerset, BA2 7LA, [ianhasell@john-lewis.com](mailto:ianhasell@john-lewis.com)  
**Clerk** Nicola Duke, April Rise, 81 Studland Park, Westbury, Wiltshire, BA13 3HN, [nortonstphilippc@aol.co.uk](mailto:nortonstphilippc@aol.co.uk)

## To: All Members of Norton St Philip Parish Council

You are hereby summoned to attend a meeting of the Parish Council to be held on **Wednesday 23<sup>rd</sup> June 2021** commencing at 7.00 pm for the transaction of the business shown on the agenda below.



Nicola J Duke - Parish Clerk

16<sup>th</sup> June 2021

**COVID-19 RESTRICTIONS: Whilst all meetings are open to the public, the Palairet Hall has a maximum capacity of 30 under government guidelines and risk assessments. Members of the public are advised to inform the Parish Clerk of planned attendance to avoid disappointment. Face masks will be required to be worn (unless exempt) and you must follow precautions and the guidance for the venue.**

### Public Participation

The Chairman of the Parish Council will invite members of the public to present their questions, comments and petitions submitted under the Council's Public Participation Procedure at the start of the meeting. *Please note that the Clerk will record the names of those wishing to address the Council together with the subject matter prior to the start of the meeting and each speaker will be permitted 3 minutes in which to address members.* Members are reminded of their obligations under the Code of Conduct.

	AGENDA ITEM
8510	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance
8511	<b>Declarations of Interest and Dispensations to Participate</b> To receive declarations of interest and dispensations to participate
8512	<b>Minutes</b> <b>a)</b> To receive and confirm as a correct record the minutes of meetings of the Parish Council held on <b>28<sup>th</sup> April 2021</b> (attached) and <b>6<sup>th</sup> May 2021</b> (attached). <b>b)</b> To consider any matters arising from the above meeting.
8513	<b>Council Reports</b> <ul style="list-style-type: none"><li>• Chairman</li><li>• Parish Clerk</li><li>• District Councillor, Barbi Lund</li><li>• County Councillor, Linda Oliver</li><li>• Other Reports:<ul style="list-style-type: none"><li>○ Traffic Action Group</li><li>○ Palairet Hall</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>○ Church Mead Committee</li> <li>○ Parish Path Liaison Officer</li> </ul>																		
8514	<p><b>Planning applications and consultations</b>  <u>To consider the below listed applications:</u></p> <p><b>2021/1100/TCA</b> - Common Land At Lyde Green Norton St Philip Bath Somerset - T1 - Cherry Tree - Fell.</p> <p><b>2021/1124/LBC</b> - Albion Cottage High Street Norton St Philip Frome Bath - Installation of flue to rear extension.</p> <p><b>2021/1368/HSE</b> - 3 Fortescue Street Norton St Philip Frome Somerset - Glazed infill between columns to existing portico.</p> <p><b>Consultation on Statement of Licensing Policy and Street Trading Policy – Licensing Act 2003</b> – to consider any consultation response to be made (information attached).</p> <p>To receive and consider planning applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule and an extension cannot be obtained</i>)</p>																		
8515	<p><b>Information from Lochailort and arrangements for public meeting</b>  <i>Please note that this agenda item is to note information and agree a date for a public meeting only – there will be no discussion on the proposals.</i></p> <ul style="list-style-type: none"> <li>a) To note that Lochailort had requested an informal meeting with the Parish Council, at short notice.</li> <li>b) To receive and note the file note detailing the discussion held at the informal meeting and receive and note the indicative plan (attached).</li> <li>c) To note the above information and consider arrangements to convene a public meeting in the parish to enable Lochailort to present the proposals and take questions/comments from the public.</li> </ul>																		
8516	<p><b>School Crossing</b>  To receive an update on the Council’s work relating to the provision of a school crossing – Cllr Walker to report.</p>																		
8517	<p><b>Dogs on Church Mead</b>  To consider the action to be taken in respect of proposals from the Church Mead Committee regarding dog control on Church Mead (April minutes refer).</p>																		
8518	<p><b>Financials</b></p> <ul style="list-style-type: none"> <li>a) Council expenditure - to approve Council expenditure as listed:</li> <li>b) To receive the Financial Position Statement May 2021 (attached)</li> <li>c) To approve the transfer of £20,000 from the Reserve Account to the Current Account</li> <li>d) To consider a grant request from Life Education Wessex (copy attached)</li> </ul> <table border="1" data-bbox="434 1850 1406 2107"> <tr> <td>N Duke</td> <td>Expenses April May and June</td> <td>£179.22</td> </tr> <tr> <td>HMRC</td> <td>PAYE May 2021</td> <td>£29.43</td> </tr> <tr> <td>Cllr Walker</td> <td>Flame gun and paraffin</td> <td>£198.98</td> </tr> <tr> <td>Groundwork UK</td> <td>Return of unspent grant</td> <td>£70.00</td> </tr> <tr> <td>JM Services</td> <td>Grounds maintenance</td> <td>£320.00</td> </tr> <tr> <td>Open Spaces Society</td> <td>Membership Renewal</td> <td>£45.00</td> </tr> </table>	N Duke	Expenses April May and June	£179.22	HMRC	PAYE May 2021	£29.43	Cllr Walker	Flame gun and paraffin	£198.98	Groundwork UK	Return of unspent grant	£70.00	JM Services	Grounds maintenance	£320.00	Open Spaces Society	Membership Renewal	£45.00
N Duke	Expenses April May and June	£179.22																	
HMRC	PAYE May 2021	£29.43																	
Cllr Walker	Flame gun and paraffin	£198.98																	
Groundwork UK	Return of unspent grant	£70.00																	
JM Services	Grounds maintenance	£320.00																	
Open Spaces Society	Membership Renewal	£45.00																	

8519	<p><b>Year End Accounts 31.03.2021</b></p> <ul style="list-style-type: none"> <li>a) To receive and consider the Annual Internal Audit Report from the Internal Auditor; reviewing its findings and the effectiveness of the system of internal control</li> <li><b>b)</b> To prepare and approve Section 1; parts 2 &amp; 3 (Annual Governance Statement 2020/2021) of the AGAR</li> <li>c) To consider Section 2; parts 2 &amp; 3 (Accounting Statements 2020/2021) of the AGAR</li> <li>d) To approve Section 2; parts 2 &amp; 3 (Accounting Statements 2020/2021) of the AGAR; signing and dating the statements accordingly</li> <li>e) To agree and set the dates for the period of public inspection (proposed copy attached)</li> </ul>
8520	<p><b>Correspondence</b></p> <p>Aircraft flying over Farleigh Hungerford (May minutes refer) – to receive an update.</p>
8521	<p><b>Parish News</b></p> <p>To consider items for inclusion in the copy for the next Parish News.</p>
8522	<p><b>Meeting schedule and arrangements</b></p> <p>The next scheduled meeting is Wednesday 14<sup>th</sup> July 2021 however, members are asked to consider moving this to Wednesday 28<sup>th</sup> July – post the planned lifting of current covid restrictions.</p>