

**MELLS PARISH COUNCIL**  
mellsparishcouncil.org.uk

March 2010

Dear Councillor

A meeting of Mells Parish Council will be held on Tuesday 6 April 2010 at Mells Barn at 7.15 p.m.

Yours sincerely

**Parish Clerk**

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**A G E N D A**

- 1. PRESENT**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES OF MEETING OF 2 MARCH 2010** (*attached*).
- 5. MATTERS ARISING**
  - a) Police Community Support Officer's Steering Committee (*Abi Blanche Martin*)
  - b) Quarry Liaison Committee (*Steve West*)
  - c) Wheelie bin stickers (*Clerk*)
  - d) SpeedWatch (*Clerk*)
  - e) White Bridge improvements (*Jane Mann*)
  - f) Erosion of footpath from Top Lane to White Bridge (*Chris Tye*)
  - g) War Memorial plinth (*Clare Asquith*)
  - h) Grit bin for Upper Vobster (*Clerk*)
  - i) Large scale maps for councillors (*Clerk*)
  - j) Recreation Ground (*Chairman*)
  - k) Eroded stonework in Lutyens shelter (*Clare Asquith*)
  - l) Rubbish bin (*Clerk*)
  - m) Nomination for trustee of Mells & Vobster Community Trust
  - n) Dumping of timber on riverbank (*Clerk*)
  - o) Dumping on Conduit Road (*Clerk*)
- 6. PLANNING**
  - a) Erection of dwelling with parking (DEL), 49 Longfield, Mells

**7. LETTERS FROM SOMERSET COUNTY COUNCIL**

- a) Somerset Aggregates consultation paper

**8 LETTERS FROM MENDIP DISTRICT COUNCIL**

**9. LETTERS AND REPORTS**

- a) Request for subscription to Community Council for Somerset (£30 recommended minimum)  
b) Request for grant from Victim Support Avon and Somerset

**10. REVIEW OF STANDING ORDERS ( *report and draft attached* )**

- a) To adopt the revised draft standing orders

**11. INTERNAL AUDIT REVIEW**

- a) To review effectiveness of system of Council's internal audit (*Appendix 1 attached*)  
b) To review the effectiveness of Council's system of internal control (*Internal Instructions attached*)  
c) To verify the continued existence of tangible assets shown in the Register (*Assets Register attached*)

**12. ANNUAL AUDIT FOR YEAR ENDING 31 MARCH 2010**

**13. ACCOUNTS**

a) Mendip Citizens Advice Bureau (Grant)	£100.00
b) Age Concern, Frome (Grant)	£ 50.00
c) Viscount Asquith's 1999 Settlement (Recreation Ground Rent 25/03/10 – 23/06/10)	£ 125.00
d) Mells Barn Management Committee (Hire of Barn for 2009 PC meetings)	£ 200.00
e) Community Council for Somerset (Subscription)	£ 30.00
f) JK Costelloe (Clerk's salary – (Feb) paid by standing order)	£ 259.20
(Expenses (Sept, Oct, Nov 2009))	£ 0.60
(Expenses (Dec 09, Jan, Feb 2010))	
Phone calls	£ 0.85
Stationery (2 printer cartridges + Crown Binder)	£ 95.90
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	£ 97.35

**14. RECEIPTS**

- a) Interest from Barclays Instant Access Saver

**15. ANY OTHER BUSINESS.**

- 16. DATE OF NEXT MEETING:** Following Annual Parish Meeting, Tuesday 4 May, 7.00 p.m. in Mells Barn.