

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

March 2011

Dear Councillor

A meeting of Mells Parish Council will be held on Tuesday 5 April 2011 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 8 MARCH 2011** (*attached*).
- 5. MATTERS ARISING**
  - a) Police Community Support Officer's Steering Committee (*Abi Blanche Martin*)
  - b) Quarry Liaison Committee (*Steve West*)
  - c) Signposts at Woodlands End (*Clerk*)
  - d) Feasibility of footpath across Mells Green (*Clare Oxford*)
  - e) White Bridge improvements (*Clerk*)
  - f) Travellers site at Coleford (*Clerk*)
  - g) Mells Park trees opposite Halecombe Quarry entrance (*Clerk*)
  - h) Availability of footpath grant (*Clerk*)
- 6. PLANNING**
- 7. LETTERS FROM SOMERSET COUNTY COUNCIL**
  - a) Re update from Chief Executive, SCC
- 8. LETTERS FROM MENDIP DISTRICT COUNCIL**
- 9. LETTERS AND REPORTS**

**10. RECREATION GROUND**

**11. ELECTION**

**12. INTERNAL AUDIT REVIEW**

- a) To review the effectiveness of Council's system of internal control
- b) To adopt the revised Internal Instructions (*attached*)
- c) To verify the continued existence of tangible assets shown in the Register (*Assets Register attached*)
- d) Receipt of annual audit papers

**13. FINANCIAL UPDATE TO 31 MARCH 2010 (*attached*)**

**14. ACCOUNTS**

a) SALC		
	(Affiliation Fee Year 2011/12)	£142.52
b) Age Concern, Frome		
	(Grant)	£ 100.00
c) Viscount Asquith's 1999 Settlement		
	(Recreation Ground Rent 25/03/11 – 23/06/11)	£ 125.00
d) Mells Barn Management Committee		
	(Hire of Barn for 2010 PC meetings)	£ 200.00
e) JK Costelloe		
	(Clerk's salary – (Feb) paid by standing order)	£ 259.20
	- (Mar) " " " "	£ 259.20
	(Clerk's expenses (Jan/Feb/Mar 2011))	
	Phone calls	£ 3.57
	Double ink cartridge	£39.99
	Car mileage	£53.95
	Stationery	£ 3.52
	Postage	£ 6.34
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		£ 107.37

**14. RECEIPTS**

**15. ANY OTHER BUSINESS.**

- 16. DATE OF NEXT MEETING:** Following Annual Parish Meeting, Tuesday 17 May, 7.00 p.m. in Mells Barn.