

MELLS PARISH COUNCIL
mellsparishcouncil.org.uk

April 2012

Dear Councillor

A meeting of Mells Parish Council will be held on Tuesday 1 May 2012 at Mells Barn following on from the Annual Parish Meeting at **7.00 p.m.**

Yours sincerely

Parish Clerk

A G E N D A

- 1. PRESENT**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES OF MEETING OF 3 APRIL 2012 (*attached*).**
- 5. MATTERS ARISING**
 - a) Police Community Support Officer's Steering Committee (*Abi Blanche Martin*)
 - b) Quarry Liaison Committee (*Steve West*)
 - c) SpeedWatch (*Peter Lowth*)
 - d) Village dust levels (*Clerk*)
 - e) Trees outside Halecombe Quarry (*Clerk*)
 - f) Repair of the bridge near Vobster Cross (*Clerk*)
 - g) Outstanding potholes at Upper Vobster (*Clerk*)
 - h) Cotoneaster on Rectory Wall (*Clerk*)
- 6. PLANNING**
 - a) Works to 15 trees within the school grounds, at Mells First School.
 - b) Demolition of existing UPVS conservatory and making good of existing walls. Replacement of existing rear door and casement window. Internal alternations to plasterboard partitions and opening up staircases. Install new fan-light window over existing bathroom door at 3 Hollycroft, Mells
 - c) Proposed pruning of trees in a Conservation Area, Ems Cottage, Top Lane, Mells.

Parish Clerk: Mrs June Costelloe, Hatherleigh, Mells Green, Frome, Somerset BA11 3QP

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7. LETTERS FROM SOMERSET COUNTY COUNCIL

- a) Replacement of windows at Mells First School.

8. LETTERS FROM MENDIP DISTRICT COUNCIL

9. LETTERS AND REPORTS

- a) From Mendip Citizens Advice Bureau
b) From SALC re new Code of Conduct

10. WHITE BRIDGE

- a) Update on progress
b) Landscaping
c) Parish party

11. INTERNAL AUDIT REVIEW

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

12. ANNUAL RETURN

- a) To approve the Council's Annual Return (2011 – 2012) (*Receipts & Payments Accounts and Summary attached*)

13. REVIEW INSURANCE

- a) To review the Council's insurance policy.

14. ACCOUNTS

- a) MJ Moore
(Hardcore for crane) £ 140.00
(Stonework for bridge) £ 260.00
(4x anchor padstones for bridge rail support) £ 600.00

£ 1,000.00
- b) Stuart Mitchell Joinery
(Balance of making & fitting oak balustrading to White Bridge) £ 2,000.00
- c) Viscount Asquith's 1999 Settlement Trust
(Orange barrier fencing for White Bridge) £ 119.40
- d) Broker Network Ltd
(Insurance Premium 2012/2013) £ 786.72
- e) Mells Barn Management Committee
(Hire of Barn for parish council meetings 2011) £ 200.00
- f) JK Costelloe
(Clerk's salary – (Apr)) £ 259.20

15. RECEIPTS

a) Mendip District Council

16. PARISH CLERK

17. ANY OTHER BUSINESS.

18. DATE OF NEXT MEETING: Tuesday 12 June, 7.15 p.m. in Mells Barn.

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