

MELLS PARISH COUNCIL
mellsparishcouncil.org.uk

May 2013

Dear Councillor

A meeting of Mells Parish Council will be held on Tuesday 14 May 2013 at Mells Barn at 7.15 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 9 April 2013** (*attached*)
- 5. MATTERS ARISING**
 - a) *Quarry Liaison Committee (Steve West)*
 - b) *Gift of Grit Bin from Mells Village Shop (Clare Asquith)*
 - c) *Vobster Bridge Length Restrictions (Clerk)*
 - d) *Parking by the Post Office (Clare Asquith)*
 - e) *Eroded area Bottom Lane/Top Lane (Clare Asquith)*
 - f) *Gully – Bottom of Lime Kiln Hill (Chris Tye)*
 - g) *Sign by Post Office (Edmund Costelloe)*
 - h) *Diversion signs around the village (Clerk)*
 - i) *Damaged sign junction of Selwood Street (Clerk)*
 - j) *Parking by Talbot:*
- 6. INTERNAL AUDIT REVIEW**
 - a) *To review effectiveness of system of Council's internal audit*
 - b) *To review the effectiveness of Council's system of internal control*
 - c) *To verify the continued existence of tangible assets shown in the Register*
 - d) *To adopt the Risk Register*
 - e) *To adopt the Risk Management document*
- 7. PROPOSED AMENDMENTS TO THE CODE OF CONDUCT CONTAINED IN APPENDIX C OF THE COUNCIL'S CONSTITUTION**

8. GRASSCUTTING CONTRACT

9. COUNCILLOR VACANCIES

10. APPROVE ANNUAL RETURN

- a) To approve the Council's Annual Return (2012 – 2013) (*Receipts & Payments Accounts and Summary attached*) *Financial Statement to 31 March 2013*

11. REVIEW INSURANCE

- a) *To review the Council's insurance policy*
b) *To review the Barn's insurance arrangements*

12. PLANNING

Appeal Ref: APP/Q3305/A/12/2188237 – Former Telephone Exchange, Vobster Cross

2013/0896 Proposed removal of 152 metres of hedgerow – Mells Park House, Mells Park

2013/0831 Proposed 3 bedroomed bungalow and front off street hardstanding for two cars, 49 Longfield

13. CORRESPONDENCE FROM SOMERSET COUNTY COUNCIL

14. CORRESPONDENCE FROM MENDIP DISTRICT COUNCIL

- a) *Parishes Information Bulletin*

15. OTHER CORRESPONDENCE

- a) *Avon & Somerset Police and Crime Commissioner*
b) *Upper Vobster Bridleway*
c) *G2 Energy Renewable Developments Ltd – Wind Turbine Proposal at Rockhouse Farm, Chantry*

16. ACCOUNTS

| | | | |
|----|---------------------------------------|------------------------------|---------|
| a) | J Book | Clerk's salary (April) | £207.24 |
| | Expenses | (April) | |
| | | 1 trip to Mells @ 45p/mile) | £ 3.60 |
| | | Phone line rental | £ 5.50 |
| | | Utilities | £ 4.00 |
| | | | <hr/> |
| | | | £13.10 |
| b) | HMRC PAYE | | |
| | Period 2 | | £51.80 |
| c) | Mells Barn – Hire of Barn | | £200.00 |
| d) | Broker Network Ltd – Annual Insurance | | £888.87 |

17. ANY OTHER BUSINESS

18. DATE OF NEXT MEETING:

Tuesday 11 June 2013 at 7.15pm in Mells Barn.