

MELLS PARISH COUNCIL

mellsparishcouncil.org.uk

MAY 2020

I hereby give notice that a meeting of Mells Parish Council will be held on **Tuesday 12th May 2020** at **7.15pm**.

PLEASE NOTE: THIS MEETING IS BEING HELD REMOTELY VIA ZOOM

(maximum duration of 40 minutes)

(New legislation came into force on 6 April 2020 which allows parish councils to hold meetings remotely for a period of one year where necessary for business continuity.)

Residents, who wish to discuss a matter and participate in the live meeting *(and who have access to the necessary requirements to operate Zoom – computer/laptop etc, good strength and stable internet connection, webcam and microphone)* **must inform the Clerk no later than 48 hours before the meeting.** A link inviting you to the meeting will be sent on the day of the meeting. *Due to time constraints, please also give an indication of any matter you wish to raise.*

Residents who do not have the necessary means to attend the Zoom meeting, are invited to raise their issue via phone/email/letter to the clerk no later than 48 hours prior to the commencement of the meeting. The item will be raised by the Clerk at the meeting and a response will be made as soon as possible.

Normal meeting protocols will be adhered to. Public participation is permitted under Item 04.05.20. After this item the meeting goes into closed session. The public are allowed to speak on another agenda item but permission needs to be sought from the Chair who can use their discretion. (In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given.)

Yours sincerely



Parish Clerk

AGENDA

- 01.05.20 PRESENT**
- 02.05.20 APOLOGIES FOR ABSENCE**
- 03.05.20 DECLARATIONS OF INTEREST**
- 04.05.20 PUBLIC PARTICIPATION**
- 05.05.20 REPORT FROM DISTRICT COUNCILLOR**
- 06.05.20 REPORT FROM COUNTY COUNCILLOR**
- 07.05.20 APPROVAL OF MINUTES DATED 10th MARCH 2020**
- 08.05.20 ADOPTION OF BUSINESS CONTINUITY POLICY**
- 09.05.20 ADDENDUM TO STANDING ORDERS FOR COVID-19 CHANGES**
- 10.05.20 MATTERS ARISING**
- i. Superfast Broadband - Truespeed
 - ii. Old Telephone Exchange
 - iii. Road sweeper
 - iv. Defibrillator
 - v. Condition of grass triangle – Bottom Lane
 - vi. Co-option of councillor
 - vii. Entrance to the Barn
 - viii. Community Trust Fund
 - ix. Website
 - x. Condition of Vobster churchyard
- 11.05.20 HIGHWAY ISSUES**
- i. Speed management on School Hill
- 12.05.20 PLANNING APPLICATIONS AND RELATED MATTERS**
- i. New Applications
 - ii. Mendip decisions
 - 2020/0415/TCA:** Reduce limbs of 8 lime trees – Manor House, Selwood Street
 - 2020/0441/OHL:** To upgrade transformer and replace pole no. 16/1613. Reconductor the existing open wire overhead line to aerial bunched conductor (ABC) wiring – Upper Vobster Farm, Upper Vobster

NB: The Council reserves the right to consider planning applications not listed on this agenda that may have been received by the Council after the agenda was issued.

13.05.20 CORRESPONDENCE

14.05.20 ACCOUNTS AND OTHER FINANCIAL MATTERS

- i. Payment of Accounts:
- | | | |
|--|-------------|-----------|
| Clerk's Salary (March) | | |
| + Back pay for underpayment in 2019/20 | | £336.11 |
| Clerk's salary (April) | | £246.35 |
| Phone line rental x 2 | 5.50 | |
| Utilities x 2 | <u>4.00</u> | |
| | | £19.00 |
| HMRC PAYE (Period 1) | | £83.80 |
| HMRC PAYE (Period 2) | | £61.80 |
| Mells with Vobster PCC – grant for graveyard | | £1,600.00 |
- ii. Receipts: Precept
- iii. Year end accounts for 2019/2020
- iv. Change of date for submission of annual statement and governance documents
- v. Annual insurance

15.05.20 ITEMS TO REPORT / ITEMS FOR NEXT AGENDA

- i. Barclays Bank mandate
- ii. Annual Parish Meeting and Annual Meeting of the Parish Council

16.05.20 DATE OF NEXT MEETING: 9th JUNE 2020 at 7.15pm, The Barn

If restrictions are still in place, this meeting will be held remotely subject to there being sufficient urgent business to discuss. If insufficient matters have arisen, the June meeting will be cancelled and any every day matters will be dealt with under delegation as stated in the Business Continuity Policy.