

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT**Tel:** 01963 250015**e-mail:** [clerk@queencamelpc.org.uk](mailto:clerk@queencamelpc.org.uk)[www.queencamelpc.org.uk](http://www.queencamelpc.org.uk)**AGENDA**

The next meeting of Queen Camel Parish Council will be held at the Memorial Hall on Monday 9<sup>th</sup> December 2019 at 7.30pm. All Councillors are summoned to attend.

**Emma Curtis**  
**Parish Clerk**

**Public Question Time**

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion. Please note, any new items raised by the public in this session will not be discussed by the Council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

**01/12 Apologies for Absence**

**02/12 Declarations of Interest**

**03/12 To approve as a correct record the minutes of the previous meeting held on 11<sup>th</sup> November 2019**

**04/12 To receive any Police matters**

**05/12 To receive County and District Councillor reports**

**06/12 Planning**

a) To consider the following planning application:

<b>Application Number</b>	<b>Proposal</b>	<b>Applicant Details</b>
18/03296/FUL – Amended Plans	Proposed development of 9 dwellings with access and landscape planting provision	Land Adjacent Englands Mead, Queen Camel,

b) To note the following Advice of Appeal Receipt:

<b>Application No:</b>	<b>Proposal</b>	<b>Applicant Details</b>
<b>SSDC:</b> 19/00653/PAMB/Sam Fox <b>Planning Inspectorate:</b> APP/R3325/W/19/3238978	Notification for prior approval for the change of use of existing agricultural buildings to a dwellinghouse	Barn at Sutton Bridge, Sutton Montis Road, Queen Camel, BA22 7NF

c) To note any planning decisions: None at the time of agenda production

**07/12 Council Matters**

- a) To consider process for displaying of documents in Parish Council noticeboards
- b) To receive Footpaths and Environment updates
- c) To receive an update from the Playing Field Lease Working Group and consider requesting Playing Field land is transferred back to the Parish Council from SSDC
- d) To receive an update and consider options for Fingerpost Signs
- e) To receive an update on preparations for a possible VE Day Commemoration and consider budget
- f) To review Standing Orders and amend if required
- g) To adopt new Financial Regulations based on the updated NALC model dated July 2019
- h) To adopt new Code of Conduct based on the updated NALC model dated May 2018
- i) To consider A303 developments

**08/12 Neighbourhood Plan**

- a) To receive an update on the status of the Neighbourhood Plan

**09/12 Finance**

- a) To receive an update on the Parish Council banking situation
- b) To consider the formation of a Finance Committee
- c) To note receipt of current financial documentation (reports attached)
- d) To approve the cashbook and bank account reconciliation for the current account to 10<sup>th</sup> October 2019, business reserve account to 30<sup>th</sup> September 2019 and current account to 8<sup>th</sup> November 2019
- e) To consider draft budget for the 2020/21 financial year
- f) To approve the following accounts for payment and two signatories for cheques:

Supplier/Contractor	Narrative	Amount
Staff	November Salary	£375.70
HMRC	PAYE & NI	£17.00
Staff	November Expenses & Mileage	£82.40
Milborne Port Computers	New Laptop	£445.99
Bernie Peachy	Winter plants for Triangle	£9.38
Dorset Planning Consultant Ltd	Neighbourhood Plan Support	£3,257.82
Queen Camel Memorial Hall	Marples Room Hire Fee	£28.00
Viking Direct	Ink Cartridge	£30.32

**10/12 Correspondence**

- a) To consider email on the Road Safety Fund
- b) To consider email on Environment Strategy and Somerset County Council Pollinator Strategy
- c) To note email from the Leader of Somerset County Council

**11/12 Date of next meeting** – The next Parish Council meeting will be held on Monday 13th January 2020. All items for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 3<sup>rd</sup> January.**