**CHARLTON HORETHORNE PARISH COUNCIL**

**A Meeting of the Council on Monday 29 February 2016 at 7.30 pm in the Village Hall to transact the following business:**

1. To receive any apologies.
2. Public Open Session - to consider any matters raised by members of the public. The Chairman will also invite members of the public to contribute during the meeting on appropriate matters.
3. Members’ declaration of interests
4. To approve the minutes of the meeting held on 11 January 2016
5. To consider matters arising from the minutes:
6. Community Plan - To hear an update on progress with the Community Plan. (GM)
7. To hear an update on the ownership status of the Waterhouses. (GM)
8. To hear an update on the Road Safety project and the matter of HGVs driving through the village and to decide any further action to be taken. (TD)
9. To hear an update of the provision of superfast broadband to the parish. (MH)
10. Any other matters arising.
11. Policy Matters
12. To consider draft Standing Orders, Financial Regulations and Code of Conduct.
13. Council Matters
14. To discuss and agree dates for future meetings based on the following:

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| 23/05/2016 – Annual Parish Council Meeting |
| 11/07/2016 |
| 26/09/2016 |
| 31/10/2016 |
| 12/12/2016 |
| 23/01/2017 |
| 27/02/2017 |
| 19/03/2017 – Annual Parish Meeting |

1. To agree arrangements for the Annual Parish Meeting, to be held on Sunday 20 March.
2. **Transparency Code:** To review a draft layout of the new Parish Council website and to agree any amendments and additions; to hear feedback from the Clerk’s attendance at Transparency Code training.
3. To consider applying for the Local Councils Awards Scheme.
4. Financial Matters
5. To approve the cash book and bank reconciliation for the period to 31 January 2016.
6. To approve the following accounts for payment and two signatories for cheques:-

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| --- | --- | --- |
| Charlton Horethorne Village Hall | Jan and Feb 2016 Hall Hire | £32.00 |
| Toner 24 | 2 x black ink cartridges for Clerk's printer | £16.27 |
| LGRC (Associates) Ltd  | Transparency Code training for Clerk | £72.00 |
| Zöe Godden | Salary & expenses Jan and Feb 2016 | £245.70 |
| HMRC | Income tax re Sept 2015 to Feb 2016 | £184.60 |
| Henstridge Parish Council | 15% of Clerk’s SLCC membership | £22.35 |

1. To note that the Clerk has submitted the precept request to SSDC for the sum of £6013 as agreed at the previous meeting.
2. To note that the Clerk has been asked to allow the local Walking Group to use the Parish Council’s bank account to process a grant cheque from the SCC Health and Wellbeing fund and to agree any further action to be taken.
3. To note the return of the cheque for £65 sent to the Society for Local Council Clerks for the Clerk’s annual membership, as the total amount due had been calculated incorrectly.
4. To agree that two signatories will sign a letter to NatWest bank to request cancellation of two cheques: one grant to the British Red Cross from June 2014 and one to SLCC for the Clerk’s 2016 membership fee – see 7e above.
5. Any other financial matters.
6. Correspondence
7. NALC – Letter asking councils to consider organising an event for the Queen’s 90th birthday celebrations; to decide any action to be taken.
8. SSDC – Invitation to attend a South Somerset Together event regarding Welfare Reform on 17th March; to decide if a member should attend.
9. SSDC – Invitation to comment on the Draft Community Infrastructure Levy Charging Schedule; to decide a member(s) to comment.
10. Planning
11. To consider the following planning application and make a recommendation to SSDC.

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| 16/00040/S73A | Application to vary condition 2 of planning approval 12/00117/FUL to reflect alterations during construction and substitute drawing number 182/11 with drawing number 182/11B | Mr & Mrs D Martinez, Former Barn and Stables, Clare Cottage, Stowell Road, Stowell. DT9 4PD |

1. To consider commenting on a planning appeal in respect of the following application:

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| --- | --- | --- | --- |
| 15/02187/FUL | Proposed development of Solar Photovoltaic Modules including an access track leading from Station Road; Temporary Construction Compound; Double Inverter Platforms; Transfer Station; Collecting Station; Security Fencing; CCTV cameras and poles; landscaping; and associated works and infrastructure including underground cable along Old Bowden Way and related equipment to allow connection to the electricity distribution network | Land OS 2269Old Bowden WayMilborne PortSherborneDorset | Refused by SSDC |

1. Items of Report / Future Business

To hear feedback from the Clerk on the Parish Environmental Warden Scheme and to agree any further action to be taken.

1. Date of Next Meeting: 11 April 2016.

1. Public Open Session: to receive feedback on matters discussed and suggestions for future topics for parish council meetings



Zöe Godden

Parish Clerk