**CHARLTON HORETHORNE PARISH COUNCIL**

**A Meeting of the Council on Monday 7 December 2015 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 26 October 2015
5. To consider matters arising from the minutes:
6. Health and Wellbeing Grants -To ask any members of the public at the meeting if they can suggest any groups that would benefit from a grant from this fund and to note that all applications should be made directly to William Wallace. (TD)
7. Community Plan - To hear an update on progress with the Community Plan. (GM)
8. Water Houses –To hear an update on progress with ascertaining the ownership of the two Water Houses in the Parish and to agree any further action to be taken. (MH)
9. To hear an update on the Road Safety project and to decide any further action to be taken. (TD)
10. To hear any response from Acorus regarding their proposals for the Gunville Farm site.
11. To hear an update on progress with the new website, mobile phone and IT equipment.
12. Any other matters arising.
13. Financial Matters
14. To hear information from the Millennium Green Trustees on the running of the Green and how Parish Council funds are used to support this.
15. To consider a grant request from Citizens Advice South.
16. To note receipt of grant requests from various local organisations.
17. To approve the cash book and bank reconciliation for the period to 30 October 2015.
18. To approve the following accounts for payment and two signatories for cheques:-

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| Zöe Godden | Salary and expenses September and October 2015 | £357 .75 |
| Charlton Horethorne Village Hall | Village Hall bookings December 2015 | £32.00 |
| Milborne Port Computers | Laptop, printer/scanner & anti-virus software | £544.79 |

1. To note that Henstridge Parish Council has agreed to pay 87% of the Clerk’s office-related costs, but that they wish to share all training costs on a 50/50 basis; to discuss this proposal and agree how to proceed.
2. Any other financial matters.
3. Correspondence
4. To note an invitation from Somerset County Council to take part in two surveys relating to Bus Services.
5. To note an invitation from South Somerset District Council to attend a meeting on 13 January to discuss the future of the Parish Environmental Warden scheme; to decide who should attend.
6. To note an invitation from South Somerset District Council to attend the annual Area East Town and Parish Councils meeting on 26 January; to agree who should attend.
7. To note receipt of information from the Somerset Association of Local Councils regarding future audit requirements.
8. Planning

To report any relevant planning decisions made by SSDC: (TG)

15/04003/FUL, Mr and Mrs D Martinez, The Stables, Clare Cottage, Stowell. DT9 4PD, Change of use of stable building to unit of holiday accommodation (Retrospective).

1. Items of Report / Future Business
2. To note that the Clerk will be preparing several new policies for consideration at the January meeting.
3. Date of Next Meeting: 11 January 2016.

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

Zöe Godden

Parish Clerk

