

# CHARLTON HORETHORNE PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: [clerk@charltonhorethorne.org.uk](mailto:clerk@charltonhorethorne.org.uk)

## Minutes of Meeting of Charlton Horethorne Parish Council held on Wednesday 29 June 2022 at 19:30hrs

**Present** – Councillors (Cllrs)

Tim Archer, Roger Pipe, Roger Thornham

**In attendance:**

Julie Ferguson - Parish Clerk and 16 members of the public

**All elected Cllrs signed the Declaration of Acceptance of Office before the start of the meeting.**

**19:30 – Meeting opened**

**22/34 To elect a Chair**

**RESOLVED:** To elect Cllr Archer as Chair of the Parish Council.

**19:35 – Meeting closed**

**i) Public Open Session**

Members of the public welcomed the elected Cllrs and thanked them for coming forward to stand for the parish council.

**ii) County & District Councillors Reports**

There were no Cllrs present.

**19:40 – Meeting opened**

**22/35 To receive apologies for absence and to approve the reasons given**

Apologies were received and accepted from Cllr William Wallace, Cllr Hayward Burt, Cllr Nicola Clark and Cllr Sarah Dyke.

**22/36 Declarations of interests**

None.

**22/37 To approve the minutes of the previous meeting – 11th April 2022**

**RESOLVED:** To approve the minutes of the meeting held on 11<sup>th</sup> April 2022 as a true and accurate record of the meeting.

**22/38 Matters to report from the previous meeting**

The clerk reported that the previously adopted Business Continuity Motion was no longer in place.

**22/39 Co-option of members to the parish council**

**RESOLVED:** To co-opt Patrick Lynch on to the parish council. The Declaration of Acceptance of Office was signed.

**22/40 To elect a Vice-Chair**

**RESOLVED:** To elect Cllr Lynch as Vice-Chair of the Parish Council.

**22/41 Finance – To approve the following payments:**

Clerk's gross salary & expenses (Jun22)	£188.20
---	---------

**RESOLVED:** To approve all payments.

**22/42 Finance – To report the payments made since the last meeting**

CH Magazine grant	£100.00
-------------------	---------

CH Village Hall – Jubilee Grant	£850.00
---------------------------------	---------

-----  
Chairman

-----  
Date

# CHARLTON HORETHORNE PARISH COUNCIL

**Clerk:** Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

**Tel:** 07783 475200

**E-mail:** [clerk@charltonhorethorne.org.uk](mailto:clerk@charltonhorethorne.org.uk)

<b>Clerks gross salary &amp; expenses (Apr22)</b>	<b>£212.90</b>
<b>Susan Fisher – Defib training</b>	<b>£100.00</b>
<b>Pinnacle Accountancy – Payroll fees</b>	<b>£92.40</b>
<b>Clerks gross salary &amp; expenses (May22)</b>	<b>£176.50</b>
<b>Came &amp; Company – Annual insurance</b>	<b>£446.66</b>

Noted.

**22/43 Finance – To approve the budget summary and bank reconciliation**

**RESOLVED:** To approve the budget summary and bank reconciliation to the 30<sup>th</sup> May 2022.

**22/44 Finance – To adopt the Financial Regulations**

**RESOLVED:** To adopt the Financial Regulations.

**22/45 Planning decisions report**

None.

**22/46 Planning applications – 22/01564/HOU. Spring Cottage, Milborne Port Road, Charlton Horethorne. Proposed car port, front entrance porch, single storey extension, internal alterations and solar panels**

**RESOLVED:** To submit comments with NO OBJECTIONS.

**ACTION:** Parish Clerk

**22/47 Planning – 22/01773/S73A. Clare cottage, Stowell Road, Stowell. S73A application to remove condition 2 (holiday let) of approval 15/04003/FUL in order that the property can be used as a primary dwellinghouse.**

**RESOLVED:** To submit comments with NO OBJECTIONS.

**ACTION:** Parish Clerk

**22/48 Parish Council Matters - To adopt the Standing Orders**

**RESOLVED:** To adopt the Standing Orders.

**22/49 Parish Council Matters – To adopt the Code of Conduct**

**RESOLVED:** To adopt the Code of Conduct.

**22/50 Parish Council Matters – Councillor roles and responsibilities**

It was agreed to defer this item to a future meeting.

**22/51 Clerks report and correspondence**

The following items of correspondence were reported:

- Letter from a resident of Level Lane requesting assistance with a large tree.
- South Somerset Get Connected publication
- Somerset Climate Action Network – Climate Emergency publication
- SALC Community Plan Project publication

**22/52 Date of next meeting – 12<sup>th</sup> September 2022 (tbc)**

**20:05 – Meeting closed.**

-----  
Chairman

-----  
Date