

BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

Clerk to the Council: Mrs A Shepherd,
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<http://www.bishopslydeard.org.uk/>

8th June 2023

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless the Parish Council by resolution/s enters confidential session, when the public are lawfully excluded. Such entitlement to attend does not include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

To: The Chairman and all members of Bishops Lydeard and Cothelstone Parish Council.

You are summoned to attend a meeting of Bishops Lydeard and Cothelstone Parish Council in the New Small Hall, accessed from the Mount Street entrance on Wednesday 14th June 2023 at 7.00pm at Bishops Lydeard Village Hall.

Amy Shepherd
Clerk to the Council

AGENDA

1. Apologies
2. To confirm outcome of election and to report Cllr Bletcher has signed declaration of office.
3. Conduct at Meetings
4. Declarations of interest relating to matters on the agenda
5. Adoption of the minutes of the Annual Parish Council meeting held on 10th May 2023
6. Matters arising
7. Clerk's report
8. Chairman's report
9. Comments from members of the public
10. Avon and Somerset Police Report
11. On Your Bike (OYB) - proposal and request for funding
12. Planning applications for comment
 - [06/23/0014/CMA Application to determine if Prior Approval is required for a change of use and conversion from commercial, business and service use \(Class E\) into 1 No. dwelling \(Class C3\) at 5 West Street, Bishops Lydeard.](#)
 - [06/23/0015/T Application to fell one Sweet Chestnut and one plum tree, and to carry out management works to two Turkey Oaks, one Holm Oak and one Sweet Chestnut included in Taunton Deane Borough \(Bishops Lydeard No.2\) Tree Preservation Order 1997 at Lethbridge Park, Bishops Lydeard \(TD705\).](#)
 - [06/23/0016 Variation of Condition No. 02 \(approved plans\) of application 06/22/0008 for amendments to elevations at Conquest Farm, Minehead Road, Norton Fitzwarren.](#)
 - [13/23/0003 and 04/LB Erection of a single storey extension to the side and rear with construction of driveway and parking at Doveleys, Cushuish Road, Cothelstone.](#)
 - [53/23/0002/LEW Application for a Certificate of Lawful Development for the existing use of the building and associated land as a commercial builders yard at Plot 2 Dene Road, Cotford St Luke.](#)
13. Road and Traffic Issues update.
14. Quantock View Parking Proposal update.
15. To discuss Woodland Walk Community Asset Transfer.
16. To discuss Bleed Control Kits.
17. To discuss recruitment of a replacement Clerk, agree interim measures and establish a Staffing Committee.
18. To agree delegation in respect of Fiveways Article.
19. To discuss Darby Way Telephone Box.
20. To discuss measures to protect Hedgehogs.

21. To elect a Councillor to act as the Parish Council Representative on the Taunton Area Local Community Network Board.
22. MUGA repairs / replacement update.
23. Station View Public Open Space update.
24. Climate Change update.
25. Parish Lengthsman
 - a) To consider monthly report
 - b) To review lengthsman's schedule
26. Somerset Council matters
27. Finance

a) To consider insurance quotes	
b) To consider and note internal auditors report	
c) To approve AGAR Annual Governance Statement	
d) To approve AGAR Accounting Statements	
e) To note income received	
Interest	
HSBC	£234.96
	£25.01
CCLA Public Sector Deposit Fund (Monthly)	£1143.98
Hampshire Trust Bank (Annual)	£212.51
Library (fees and charges)	£61.60
	£50.00
Mount Garage (Hanging Basket Sponsorship)	£50.00
Webber (Flower Box Sponsorship)	£30.00
Miles Estate Agents (Flower Box Sponsorship)	£30.00
Daisy Tea Room (Flower Box Sponsorship)	£30.00
Church House Dental Clinic (Flower Box Sponsorship)	£30.00
Paper Shop (Flower Box Sponsorship)	£30.00
Goldie's Dog Walking and Care Home for Retrievers (Flower Box Sponsorship)	£30.00
Burnett (Flower Box Sponsorship)	£25.00
Barker (Flower Box Sponsorship)	£25.00
Somerset Council (Library Contribution)	£500.00
HMRC (VAT reclaim (Q3 and Q4 2022/23))	£5166.69
f) To approve annual schedule of payments	
g) To approve payments	
Payments to be made by Direct Debit:	
BT (Telephone and broadband)	£83.06
Somerset Web Services (Email account)	£5.52
British Gas (Public conveniences Electric)	£79.61
	£160.06
EDF Energy (Library Electric)	£TBC
Payments to be made by BACS:	
Jack Council (Parish Lengthsman Work – May)	£TBC
Clerks Expenses (Office 365, Wages underpayment, Travel)	£139.54
AIS Cleaning Contractors Limited (Toilet and Library cleaning)	£718.08
Hillside Business Services (Internal Audit)	£200.00
Porter Dodson Solicitors (Legal advice to review Greenway Land Auction Pack and produce a report)	£999.60
Payments to be made by Cheque:	
Patricia Bainbridge (Documentation certification)	£12.75

28. To note planning permissions granted
 - 06/23/0010 Replacement of conservatory to the rear of 23 Lethbridge Park, Bishops Lydeard – Decision of Conditional Approval made on 31st May 2023.
29. To note planning applications refused/withdrawn
 - 13/23/0001 Erection of 1 No. dwelling, (as an alternative to the conversion of barn into a single dwelling under Class Q), garaging and associated works at Middlebrooks, Kingston St Mary Road, Bishops Lydeard (resubmission of 13/22/0009) – Withdrawn
30. Any other business - for report only
31. Date of next meeting: Wednesday 12th July 2023, 7pm at Bishops Lydeard Village Hall