



ST CUTHBERT (OUT) PARISH COUNCIL

COUNCIL SUMMONS

Public Notice is hereby given that a meeting of St Cuthbert (Out) Parish Council, which Members are summoned to attend, will be held in Dinder Village Hall, Sharcombe Lane, Dinder BA5 3PF on Monday 12th February 2024 at 7pm.

Lisa Pool

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PARISH CLERK

St Cuthbert (Out) Parish Council

Council Offices

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The Chairman will begin the formal business of the Council which is open to the Public to attend; during the meeting there is an opportunity for Members of the Public to speak - *please see item 06.*

Visit the website to view all supporting papers for the agenda below. CONFIDENTIAL papers are only sent to elected members and are not available online. All documents are PDF (or equivalent) and can be downloaded to a suitable device.

A G E N D A

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given [LGA 1972 s85\(1\)](#). In addition to the risk assessment that the Council has carried out for face-to-face meetings, any Councillor or Staff who do not feel safe attending a meeting, due to medical grounds or risk to immediate family members, will not be required to attend and absence will be authorised – this policy to be reviewed at every meeting based on the latest Government guidance and case numbers.

02. DECLARATIONS OF INTEREST

Members to declare any interests they may have in agenda items that accord with the requirements of the [Local Authorities \(Model Code of Conduct\) Order 2007 SI No.1159](#). *(NB this does not preclude any later declarations).*

03.01. To receive declarations of interest from Councillors on items on the agenda.

03.02. To receive written requests for dispensations for disclosable pecuniary interests (if any).

03.03. To grant any requests for dispensation as appropriate.

03. EXCLUSION OF THE PRESS AND PUBLIC

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the [Public Bodies \(Admission to Meetings\) Act \(as amended\) 1960](#).

04. CHAIRMAN'S ANNOUNCEMENTS

05. PUBLIC QUESTION TIME

Public speaking time is normally restricted to 15 minutes in total (up to 3 minutes per speaker) at the discretion of the Chairman. The Chairman will call from those who are indicating to speak; written questions can also be received in advance of the meeting (by email or letter to the Chairman or Parish Clerk). As issues raised in the public session may not relate to items on the agenda, no resolution for action can be taken. Members of the Public who would like to speak but who are not able to attend are encouraged to email parishclerk@stcuthbertout-pc.gov.uk and register their request.

06. LOCAL AUTHORITY REPORTS

To receive reports in person or in writing from Somerset Council Councillors. Crime Statistics for Wells & Rural, December 2023 are attached. Time for reports is limited to 10 minutes.

07. MINUTES OF ST CUTHBERT (OUT) PARISH COUNCIL ON MONDAY 08TH JANUARY 2024

To confirm and sign as correct record the minutes of the Council held on Monday 08th January 2024 (attached).

08. ACCOUNTS FOR PAYMENT

To review and approve a schedule of items of expenditure and issuing of payment (ANNEX A) [LGA 1972 s150 \(5\)](#). An appointed Member at the meeting to verify all bank reconciliations produced by the RFO.

09. UPDATE: ENVIRONMENTAL WORKING GROUP

To receive a verbal update from Cllr Pettitt.

10. UPDATE: WELLS & RURAL LCN

To receive a verbal update from Cllr Hathway.

11. ALLOTMENT MANGEMENT SOFTWARE

To consider purchasing 'Scribe Allotment' software to compliment the accountancy software already used by the Council. The 'bolt-on' will allow great flexibility in managing our allotments, including billing, inspections and waiting list management. Costs for this upgrade

are: a) Initial set-up: £189 (one time charge), b) Annual subscription: £348 (in addition to our Scribe software) (Annex B).

12. ANNUAL PARISH MEETING

To invite all Councillors to attend and meet residents and to approve a cost of £20 for the hiring of audio-visual equipment from Kevin Redpath.

13. MEETING SCHEDULE 2024-2025

To approve the draft Meeting schedule for 2024-2025 (ANNEX C).

14. UPDATE ON POLSHAM SPEEDING RESTRICTIONS

To receive an update from various agencies regarding the resident enquiries about speeding and flooding concerns between Polsham Lane and Southwood / A39 (ANNEX D).

15. NOTICE BOARDS

To audit the keyholders of the multiple parish notice boards, to consider the posting of notices across all wards and to encourage resident use of the public space in notice boards (ANNEX E).

16. CUTTLEFISH WEBSITE PROVIDER

To approve the transfer of the Council's website and email provision from 2Commune to Cuttlefish Multimedia Ltd (ANNEX F).

17. WELLS COMMUNITY DAY

To approve in principle the Council's involvement in Wells Community Day 2025.

18. TRAFFIC-RELATED ISSUES

To discuss whether the next Full Council meeting should be largely dedicated to traffic issues across the parish, including Haybridge bus shelter parking, Milton & Tynings Lane weight restrictions or TPO, Roemead Road to Whitnell Corner traffic calming, Horrington School crossing and village signs.

19. REPORTS OF WARD ACTIVITIES

To hear from any Councillors regarding events in their wards. Time is limited to 2 minutes per ward. Requests for matters to be added to future agendas should be made to the Parish Clerk.

20. BOWRING CLOSE, COXLEY

To consider the Council's possible actions following the notice of the auction of the two plots by Somerset Council.

20. DATE OF NEXT MEETING

Monday 18th March 2024 at **7pm (Easton)**.

21. DATE OF NEXT PARISH MEETING

Tuesday 9th April 2024, Coxley Memorial Hall.