

## PAYHEMBURY PARISH COUNCIL

### Notice of the Parish Council Meeting to be held in the Parish Hall on Wednesday 13<sup>th</sup> July 2022 at 7.30pm

Members of the public are able to attend the meeting either in person in the Parish Hall or via Zoom ([www.zoom.us/join](http://www.zoom.us/join)). The meeting ID and password for Zoom are available hand-written on the copies of the agenda on the noticeboards or from the Clerk ([payhemburypc@payhemburyparishcouncil.org.uk](mailto:payhemburypc@payhemburyparishcouncil.org.uk)).

#### AGENDA

1. Apologies for absence
2. Declarations of interest: Councillors are reminded to declare any personal or prejudicial interest in items on the agenda in line with the Code of Conduct.
3. Record of previous meetings:
  - a. To agree the minutes from the Parish Council meeting held on 11<sup>th</sup> May 2022.
  - b. To agree the minutes from the Extra Parish Council meeting held on 1<sup>st</sup> June 2022.
4. Police, District Councillor and County Councillor reports:
  - a. To receive reports from the Police, District Councillor and County Councillor if available.
5. Clerk's report:
  - a. To receive the Clerk's report, incorporating an update on actions from previous meetings.
6. Public participation: an opportunity for members of the public to raise issues of concern or interest, to ask a question or make a statement. Public participation will be conducted in accordance with Payhembury Parish Council's Standing Orders 3(a)-3(k), with no individual speaker exceeding three minutes. All public participation, and the duration of this item, will be at the discretion of the Chairman.
7. Planning applications (list of current and recent planning applications in Appendix A):
  - a. To consider planning applications currently open for comment (Section 1 of Appendix A).
  - b. To note the Parish Council responses to planning applications dealt with under the Scheme of Delegation since the Parish Council meeting on 11<sup>th</sup> May 2022 (Section 2 of Appendix A).
8. River Tale leat:
  - a. To discuss new leat alongside River Tale and any actions needed.
9. Parish Issues: Route maps, Parish Council Assets, etc:
  - a. To discuss any actions needed.
10. Parish Council Open Projects:
  - a. Project 1906 – Playing fields improvements: To receive an update on progress and to consider next steps.
  - b. Project 1907 – Reducing speeding in the parish: To receive an update on progress and consider next steps.
  - c. Project 2103 – Platinum Jubilee tree planting: To receive an update and consider any further steps.
11. Finance / budgeting / precept:
  - a. To review and approve the Schedule of Payments in Appendix B.
  - b. To review the Budget vs Actual report in Appendix C.

Dawn Chamberlain, Parish Clerk – 6<sup>th</sup> July 2022

**The next meeting of Payhembury Parish Council will take place on Wednesday 14<sup>th</sup> September 2022, at 7.30pm in the Parish Hall.**

#### Appendix A – Planning Applications awaiting decision (or recently decided)

(PC Meeting) = Parish Council response submitted after public Parish Council meeting.

(DP) = Parish Council response submitted under delegated powers.

App number	Property Details	Parish Council response & date	EDDC Decision
<b>SECTION 1 - Planning applications to be discussed at the meeting on 13<sup>th</sup> July 2022</b>			
22/1371/FUL	<u>Cheriton Farm, Payhembury</u> Formation of entrance, access road and associated works. Planning application received 22nd June 2022		Closing date for comments – 15 <sup>th</sup> July 2022
<b>SECTION 2 - Planning applications dealt with since the Parish Council meeting on 11<sup>th</sup> May 2022</b>			
22/1126/FUL	<u>Hembury Tale, Broadhembury</u> Erection of a general purpose agricultural building and creation of new	No objections (16/6/22) (DP)	Awaiting decision

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	access. Planning application received 24th May 2022		
22/0989/MRES	<u>Slade Barton, Payhembury</u> Reserved matters comprising access, appearance, landscaping, layout and scale for redevelopment of the farmyard at Slade Barton providing 8 new homes, replacement commercial premises and a new farmhouse farm office and ancillary buildings and a village car park and parking for existing dwellings; and associated infrastructure 20/055/MOUT Planning application received 12th May 2022	Comments submitted, more to follow (4/6/22) (PC meeting 1/6/22)	Awaiting decision
22/0962/FUL	<u>Tale Head Cottage, Payhembury</u> Construction of gazebo Planning application received 6th May 2022	No objections (30/5/22) (DP)	Approved - standard time limit (4/7/22)
22/0917/FUL	<u>Higher Leyhill Farm, Broadhembury</u> New carport and garden shed. Planning application received 6th May 2022	No objections (30/5/22) (DP)	Approved - standard time limit (1/6/22)

**For information:**

10 planning applications awaiting a decision by EDDC/DCC on 6<sup>th</sup> July 2022 – 21/3120/MFUL; 21/3250/FUL; 21/3251/LBC; 21/3361/LBC; 22/0244/FUL; 22/0245/LBC; 22/0419/LBC; 22/0989/MRES; 22/1126/FUL & 22/1371/FUL

4 planning applications decided by EDDC between 4<sup>th</sup> May 2022 and 6<sup>th</sup> July 2022 – 22/0917/FUL (approved 1/6/22); 22/0087/LBC (approved 21/6/22); 22/0651/FUL (approved 29/6/22) & 22/0962/FUL (approved 4/7/22)

**Appendix B – statement of current financial position incorporating schedule of payments**

Bank Account balances on 6<sup>th</sup> July 2022

Unity Trust Current account £1.00; Unity Trust Savings account £20409.30; Total £20410.30

	Date	Payee (reason)	Total (inc VAT)	Balance
<b>Opening balance</b>	<b>4.5.22</b>			<b>21705.71</b>
Receipts	30.6.22	Quarterly bank interest	18.01	21723.72
Expenses	13.5.22	Community Heartbeat (annual cost for VETS system)	-120.00	21603.72
	13.5.22	BHIB Insurance	-458.67	21145.05
	13.5.22	Clerk's expenses (stationery)	-5.75	21139.30
	28.5.22	Clerk's salary (May 2022)	-331.50	20807.80
	6.6.22	Parish Hall (hire of hall 2021-22)	-48.00	20759.80
	28.6.22	Clerk's salary (June 2022)	-331.50	20428.30
	30.6.22	Quarterly bank charge (Apr-Jun 2021)	-18.00	20410.30
	5.7.22	Refund to Clerk for Jubilee Amazon vouchers	-95.00	20315.30
<b>Balance</b>	<b>6.7.22</b>			<b>20315.30</b>
<i>Funds expected</i>	30.9.22	<i>Bank interest</i>	0.00	20315.30
	1.9.22	<i>Precept (6 months)</i>	4469.50	24784.80
<i>Upcoming expenses</i>	Jul-22	<i>TK Play Ltd (remaining balance for playing fields phase 1)</i>	-9961.20	14823.60
	28.7.22	<i>Clerk's salary (July 2022)</i>	-331.50	14492.10
	28.8.22	<i>Clerk's salary (August 2022)</i>	-331.50	14160.60
<i>VAT to be reclaimed</i>		<i>April 2022 --&gt; (estimate)</i>	1729.31	15889.91
Funds allocated		Clerk's salary	-2369.50	13520.41
		Administration	-1689.39	11831.02
		S137 payments	-329.19	11501.83
		Running costs	-2937.18	8564.65
Project 1906		Playing Fields improvements	-2486.15	6078.50
Project 2103		Platinum Jubilee trees	-69.02	6009.48
Contingency		Contingency (10% for projects)	-255.52	5753.96
<b>Closing balance</b>		(General Reserves)		<b>5753.96</b>

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**Appendix C – Budget vs Actual 6<sup>th</sup> July 2022**

Budget item	Carried forward 2021/22	Budget for 2022/23	Other income 22/23	Total available 22/23	Payments up to 06/07/22	Funds left 06/07/22	Payments expected (EOY)	Funds expected available (EOY)	Comments (tbcf - to be carried forward to next year; excess funds not required will be transferred to General Reserves in-year) all figures excluding VAT
Clerk's salary	0.00	4027.00		4027.00	994.50	3032.50	3978.00	49.00	Budget includes funds for potential pay rise
<b>Administration</b>									
Clerk's expenses	0.00	120.00		120.00	4.60	115.40	4.60	115.40	
PPC Insurance	0.00	430.00		430.00	458.67	-28.67	458.67	-28.67	BHIB email dated 23/4/22 - >10% inc in premiums
Audit costs	200.00	0.00		200.00	0.00	200.00	0.00	200.00	tbcf - in case of external audit
Parish Hall rent	0.00	192.00		192.00	107.95	84.05	107.95	84.05	Zoom subs. (50% reduction); Parish Hall - 4 meetings in 2021/22
DALC subscription	0.00	161.00		161.00	161.00	0.00	161.00	0.00	
ICO registration fee	0.00	35.00		35.00	0.00	35.00	35.00	0.00	paid Sept 22 by DD
Councillor & Clerk training	0.00	200.00		200.00	0.00	200.00	0.00	200.00	no training so far this year
Bank charges	0.00	72.00		72.00	18.00	54.00	72.00	0.00	due 30/6, 30/9, 31/12, 31/3 - may be offset by bank interest income
Election expenses	500.00	150.00		650.00	0.00	650.00	0.00	650.00	tbcf - 4-year rolling pot to reach £800
IT - email provision	0.00	42.00		42.00	0.00	42.00	49.99	-7.99	paid Jan 23; first inc for a couple of years
IT - website support costs	0.00	185.00		185.00	0.00	185.00	175.00	10.00	paid Oct 22
IT - laptop 3-yearly software	30.00	30.00		60.00	0.00	60.00	0.00	60.00	tbcf - due 2023 - October 3 year-pot
IT - laptop replacement	100.00	50.00		150.00	0.00	150.00	0.00	150.00	tbcf - laptop now 4 years old, build fund for replacement
<b>Running costs</b>							0.00		
EDDC dog bin emptying	0.00	295.00		295.00	0.00	295.00	300.00	-5.00	inc to £100 per bin wef 1/4/22 (letter dated 4/4/22)
Church clock service	0.00	315.00		315.00	0.00	315.00	305.00	10.00	Serviced in mmm/yy
Playing field rent	32.18	330.00		362.18	0.00	362.18	307.82	54.36	tbcf - due Mar & Sep, built in contingency for backdated rent rise.
Playing field RoSPA inspection	0.00	85.00		85.00	80.50	4.50	80.50	4.50	Insp = March; invoice paid in April
Grass cutting	0.00	1000.00		1000.00	0.00	1000.00	955.00	45.00	
Ditch clearing	150.00	150.00		300.00	0.00	300.00	0.00	300.00	tbcf
Defibrillator phone costs	0.00	160.00		160.00	100.00	60.00	152.00	8.00	
Defibrillator consumables & training	0.00	100.00		100.00	0.00	100.00	0.00	100.00	tbcf
Assets maintenance	0.00	500.00		500.00	0.00	500.00	0.00	500.00	tcbf
<b>Other Payments</b>									
Poppy Wreath	0.00	30.00		30.00	0.00	30.00	30.00	0.00	S137 - November
Grants to village clubs	50.00	200.00		250.00	0.00	250.00	250.00	0.00	S137 - awarded Jan 23
Other S137 payments	49.19	0.00		49.19	0.00	49.19	0.00	49.19	S137
Other non-S137 payments	0.00	80.00		80.00	95.00	-15.00	95.00	-15.00	Jubilee prizes
Grants	0.00	0.00		0.00	0.00	0.00	0.00	0.00	
P1906 - Playing fields improvements	10574.66	0.00	212.49	10787.15	8301.00	2486.15	8301.00	2486.15	tbcf
P2103 - Platinum Jubilee tree planting	29.02	0.00	40.00	69.02	0.00	69.02	0.00	69.02	tbcf