



Lydford on Fosse Annual Parish Council Meeting

I hereby give you notice the Extraordinary Meeting of the above named Parish Council to be held on

Wednesday 15th May 2024 at 1830 hrs in the Parish Hall, West Lydford.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out hereunder:

Signed by Julie Nicol, Parish Clerk *Julie Nicol*

PLEASE NOTE OUR PARISH WEBSITE: lydfordonfosse.co.uk

MAY 2024 ANNUAL PARISH COUNCIL MEETING AGENDA

Item No.	Subject	Lead	Timings /info
57/24	Cllr Fielding to sign Declaration of Acceptance of the office of chairman	All	1830-1840 hrs
58/24/1	Election of Chairman and vice chairman or continuation of "Rolling Chair" arrangement	All	
58/24/2	Elected Chairman (if required) to sign Declaration of Acceptance of the office of Chairman	All	
59/24	Councillor Responsibilities	All	1840-1850 hrs
60/24	Agreement of ordinary meeting dates	All	1850-1855 hrs
61/24	Adoption and signing of the following 1. Code of Conduct 2. Financial Regulations 3. Standing Orders 4. Risk Assessment 5. General Privacy Notice	All/Chair	1855-1900 hrs
62/24	Public Participation Session <i>This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Members of the public are reminded that they are entitled to speak once and for a maximum of five minutes on a subject. A question asked by a member of the public during a public participation session at a meeting should not require an immediate response or any debate. Time for this session is limited to TEN minutes.</i>	Chair	1900-1910 hrs
Council Session			
63/24	To receive apologies for absence	Chair	1910-1912 hrs
64/24/1	Declaration of Member's Interests Members must declare personal and prejudicial interests in items on the agenda at the start of the meeting and whenever the interests become apparent.	Chair	

64/24/2	All members to confirm that they have submitted an accurate, complete and up-to-date Declaration of Interests to Somerset CC.		
65/24	Report from County Councillors	Cllr Sully	1912-1920 hrs
66/24	To approve and sign the Minutes of previous meetings: 10/4/24 and extraordinary meeting 19/4/24	Chair	1920-1925 hrs
67/24	Confirm Motions to be considered at this PC meeting: <ul style="list-style-type: none"> To agree spend of £500 on playground improvement To agree spend on War Memorial flowers 	Cllr Stocking Mr Berry	1925-1935 hrs
The Built Environment			
68/24	Planning (See Appendix 2) New Planning applications this month (1) Applications decided since previous agenda (2) Applications awaiting decision (7) Ongoing Enforcements (1)	Cllr Bartlett	1935-1945 hrs
The Natural Environment			
69/24 /1 /2 /3	Climate/Environment Footpaths Confirmation of spend for NWA Memorial Walk Hedge Cutting	Cllr Fielding	1945-1955 hrs
Transport			
70/24/1 /2	Highways/Road Safety Speedwatch	Cllr Persson Mr Emsley	1955-2005 hrs
Community Engagement & Support			
71/24/1 /2 /3 /4 /5	Marketing - to include village questionnaire discussion Bleed Kits - to agree spend/purchase Playground update Neighbourhood Watch War Memorial - railings spruce up/stone cleaning	Cllr Seehra Cllr Bartlett Cllr Stocking Mrs Mitchell Mr Berry	1945-2005 hrs
Governance & Finance			
72/24	Financial Planning <ul style="list-style-type: none"> Payments due (See appendix 1) To agree and sign accounts for April '24 To agree Insurance policy renewal 	Clerk All/Chair All	2005-2015 hrs
73/24	Internal/External Audit 2023/24: <i>- Clerk/Chair</i> <ol style="list-style-type: none"> Signing/approval of 'Certificate of Exemption from a limited assurance review by the external auditors' form Section 1 (Annual Governance Statement) approval/signing Section 2 (Accounting Statement) approval/signing Notice given for the period of the exercise of public rights: (Monday 3rd June to Friday 12th July 2024) Approval/signing of Asset Register 	Clerk/All	
74/24	Budget Allocation for new financial year 24/25	Cllr Frampton	2015-2025 hrs
75/24	Civility & Respect	Clerk	2015-2020 hrs
76/24	Correspondence Received	Cllr Frampton	2020-2025 hrs
77/24	Agenda Items for next meeting	All	2020-2025 hrs

78/24	To confirm the date for the next meeting as June 12 th & chair TBC.	All	
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Julie Nicol - Clerk to the Parish Council - 18th April 2024

Appendix...

1) Payments Due

Name of Payee	Description of Payment	Amount
Additional payments made since the last notification of the Agenda:		
JPH Electrical	Defibrillator installation	£101.03
JPH Electrical	Defibrillator installation	£123.95
The following payments are due:		
Julie Nicol	Clerk's Salary for May '24	£333.40
Shepton Mallet Landscape Ltd	Sports Club grounds maintenance	132.00
Zurich	Insurance Renewal	£363.00

2) Planning

New Planning Applications: (1)

[2024/0700/HSE \(Case Officer: Kirsty Black\)](#)

Erection of porch on side elevation. Location: Chapel Gate Fosse Way West Lydford Somerton Somerset

Deadline for comments: 16/5/24

Applications Decided: (2)

[2021/1975/OTS](#)

Outline application with all matters reserved except for access for the erection of dwelling and garage. Land At 356804 130886 Castle Cary Road Lydford On Fosse.

Approved. Approval of details reserved by condition 8 with new application number: 2024/0779/APP. This is also approved.

[2024/0445/HSE \(Case Officer: Kirsty Black\)](#)

(Retrospective) Alterations to existing dwelling and erection of a two storey extension and garage Location: Ash View Farm Fosse Way West Lydford Somerton.

Approved.

Ongoing Planning Applications: (7)

[2024/0414/FUL \(Case Officer: Kelly Pritchard\)](#)

Extension to Agricultural Buildings for the Housing and Quarantine of Cattle. Location: Land At 356549 133068 Westwood Drove West Lydford Somerton

Deadline for comments: 11/4/24

[2024/0148/LBC \(Case Officer: Jayne Boldy\)](#)

Installation of additional conservation rooflights (retrospective). Location: The Coach House, The Old Rectory, High Street, West Lydford.

[2020/1602/OTS \(Case Officer Kelly Pritchard\)](#)

Outline Planning Permission for the erection of two dwellings with details of access. Location: Land adjacent to Millway House, Fosse Way, Lydford On Fosse.

2023/0806/FUL (Case Officer Kelly Pritchard)

Conversion and alterations of the existing barn to a residential dwelling. Location: Rubbery Farm, Rubbery Lane, Lydford On Fosse.

2023/0264/FUL (Case Officer Kelly Pritchard)

Proposed concrete block for lodge.

New Oaks Farm, Castle Cary Road, West Lydford Church Lane.

2021/0898/FUL

Erection of new dwelling, garage and associated access and parking. Chestnut House Church Lane East Lydford Glastonbury Somerton.

2020/0851/OTS

Application for Outline Planning Permission with some matters reserved for the construction of five dwellings and associated vehicular access with details of access & layout.

Church Lane, East Lydford, TA11 7HD.

Enforcements (1)

ENF/2024/0066

Ash View Farm Fosse Way Lydford On Fosse