



LONG SUTTON PARISH COUNCIL
www.longsutton-pc.gov.uk
NOTICE OF PARISH COUNCIL MEETING

Councillors,

I hereby give you notice that the Meeting of the above-named Parish Council will be held in:

Long Sutton Village Hall, on Tuesday 3rd September 2024, at 7.30pm.

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

Before the start of the meeting, in accordance with Standing Order 3(e) there will be an opportunity for members of the public to comment on agenda items (at the discretion of the Chair of that meeting). In accordance with Standing Order 3(f) the question/comment time is limited to 3 minutes each, and the session should not exceed 20 minutes (unless directed by the Chair of that meeting). Contributions from members of the public do not form part of the official meeting and will normally not be included in the official minutes unless they are deemed helpful in explaining subsequent Council decisions.

Lisa Newby
Parish Clerk and Responsible Finance Officer
28th August 2024

Public Questions and Observations
Somerset Councillors Report

Agenda

24/059: Apologies for absence (LGA 1972 s85(1)).

To receive and approve apologies for absence.

24/060: Declarations of Interest.

Declarations of Interests. Members to declare any interests, including disclosable pecuniary interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any written requests for dispensations that accord with the Localism Act 2011 s33 (b-e) (this does not preclude any later declaration).

24/061: Minutes of the last meeting held on 2nd July 2024 (LGA 1972sch12 para 41(1)).

To receive and approve the [minutes of the meeting held on 2nd July 2024](#) as a true and accurate record of that meeting.

24/062 Casual Vacancy.

Due to a recent resignation, a casual vacancy has arisen on the Parish Council.



24/063: Planning application. Planning applications can be viewed on the [Somerset Council website](#).

- a. None planning applications have been received to date (28.08.24) at the time of publishing this agenda.
- b. Update on any existing planning applications.

24/064: Somerset Council

- a. To receive an update regarding the recent communication about litter bin and dog waste bin collections.
- b. To receive an update regarding the Enhanced Highway Maintenance Pilot.

24/065: Village Hall and Recreation Ground

- a. To receive a short verbal report from the last Management committee meeting.
- b. To discuss dogs on the recreation ground and in the play area.

24/066: Pavilion Refurbishment

To receive an update regarding the pavilion refurbishment.

24/067: Environment Group

To receive an update from the Environment Group.

24/068: Communication: website and e-newsletter

- a. To agree the priority for the October newsletter
- b. Actions for consideration and approval.

24/069: To review the Parish Council Publication Scheme.

24/070: To consider a Reserves Policy.

24/071: Finance

- a. To approve the [accounts for payment](#) in August and September 2024.
- b. To view and approve the bank reconciliation for 30th June and 31st July 2024.
- c. To view and note the spend to budget to 31st July 2024.
- d. To approve the application of a payment card via Unity Trust Bank, to manage card payments. To decide the principal administrator and card holder.

24/072: Conclusion of Audit

To receive the conclusion of audit and review any recommendations.

24/073: Resignation of the clerk.

To note the resignation of the clerk, and to agree the salary range and hours per week advertised. To receive an update of the current recruitment process.

24/074: Representative reports from councillors.

- a. Community Safety (including the monthly crime statistics from [Police.uk](#) and the Speed Indicator Device). To discuss the request received regarding a pedestrian crossing.
- b. Lengthsman. To receive a short verbal report of works undertaken in the parish.
- c. Highways and Footpaths. To receive an update about any planned or completed works.



24/075: Other correspondence not previously distributed.

24/076: Date of next meeting.

The next Parish Council meeting is Tuesday 1st October 2024, 7.30pm.

24/077: Agenda items for the next meeting.

New financial regulations.

Update on recruitment of a new clerk.

Review of policies: Grant Awarding, Press and Media.

To consider the revised Risk Register.

END OF AGENDA