

# DUNSTER PARISH COUNCIL

Dear Councillor

8<sup>th</sup> June 2022

You are hereby summoned to attend the Annual Meeting of the Dunster Parish Council to be held on **Monday 13<sup>th</sup> June 2022** at **7.00pm** at Dunster Tithe Barn Meeting Room for the purpose of transacting the following business.

Yours sincerely

*Sj Towells*

Sarah Towells - Clerk to the Council

## **AGENDA**

**22/43 To note apologies for absence**

**22/44 Declaration of Office for Vice Chairman**

**22/45 Any new Declarations of Interest & Dispensations**

**22/46 Minutes of the Meeting held on 09<sup>th</sup> May 2022 for approval** (attached)

**22/47 Co-option of new member**

**22/48 County Councillor Report**

**22/49 District Councillor Report**

**22/50 Appointment of Councillors to Committees**

22/50.1 Packhorse playing Field (one vacancy)

22/50.2 Personnel/Staffing committee (2)

22.50.3 Grievance Committee (3)

22.50.4 Disciplinary Panel (3)

22.50.5 Appeals Panel (3)

**22/51 Terms of reference**

22/51.1 Terms of reference for the Finance Committee

22/51.2 Terms of reference for the Allotment Committee

22/51.3 Terms of reference for the Cemetery Committee

22/51.4 Terms of reference for the Planning committee

22/51.5 Terms of reference for the Staffing Committee

22/51.6 Terms of reference for the Grievance Committee

22/51.7 Terms of reference for the Disciplinary Panel

22/51.8 Terms of reference for the Appeal panel

**22/52 Risk Management- any updates**

**22/53 Accounts report**

22/53.1 Approval of expenditure (to be given out day of meeting)

22/53.2 Current account expenditure analysis for May 2022

22/53.3 Bank reconciliation for May 2022

22/53.4 Buttercross Orchard balance

22/53.5 Budget Monitoring

22/53.6 PAYE figures for May 2022

22/53.7 Report from Finance Committee and any recommendations

22/53.8 To consider the findings of the internal audit review

21/53.9 To approve the annual governance statement

21/53.10 To consider the accounting statements

21/53.11 To approve the accounting statements

21/53.12 Chairman to sign the accounting statements

## **22/54 Planning**

22/54.1 To consider the following planning application:

ENP	6/10/22/111	EXMOOR NATIONAL PARK VISITOR CENTRE, DUNSTER STEEP, DUNSTER, MINEHEAD, TA24 6SE	Application under Regulation 3 of the Town & Country Planning General Regulations 1992 for advertisement consent for the proposed replacement of external and window signage.
ENP	6/10/22/112	19, WEST STREET, DUNSTER, MINEHEAD, TA24 6SN	Proposed replacement of rear roof material, installation of shower vent, replacement of existing velux window and installation of solar panels to roof of main dwelling. Together with, the demolition and replacement of existing timber outbuilding.
ENP	6/10/22/113LB	19, WEST STREET, DUNSTER, MINEHEAD, TA24 6SN	Listed Building Consent for the Proposed replacement of rear roof material, installation of shower vent, replacement of existing velux window and installation of solar panels to roof of main dwelling. Together with, the demolition and replacement of existing timber outbuilding.
ENP	GDO 22/11	Woodland at Wootton Courtenay, Easting: 9437 & Northing: 4402	Prior notification for the proposed creation of 10 no. access tracks for forestry use.

**22/55 Toilets**

**22/56 Cemetery**

**22/57 Allotments**

22/57.1 Notice board

**22/58 Correspondence**

**22/59 Dunster Recovery Group**

**22/60 Welcome Back Fund**

**22/61 Dunster Working Group**

**22/62 Packhorse Playing Field**

**22/63 Sea Lane flooding**

**22/64 Queens Jubilee 2022**

**22/65 Stone wall on cemetery side of allotment road**

**22/66 Steps at the top of West Close**

**22/67 Ash Tree behind the Pavilion**

**22/68 Caravans on old A39**

**22/69 Leaking Leat**

**22/70 Dunster Marsh street lights**

**22/71 Sports Field fence blown down**

**22/72 Hedge at Sea Lane**

**22/73 Broken fence post at Dunster Steep**

**22/74 Items to Report and Matters for the next meeting to be held on 11<sup>th</sup> July**