Dear Sir/Madam

I hereby give you notice that the Annual Meeting of the Council of the above named Parish will be held in Dundry Village Hall on **Wednesday 7th May, 2014 at 7.30pm**.

Judith Hoskin - Clerk to the Council  Dated this day, 1st May 2014

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, and Human Rights.

“The Council acknowledges its continuing duty under the Race Relations (Amendment) Act 2000 and resolves that in the provision of its services due regard must be given to (i) the elimination of unlawful discrimination; (ii) the promotion of opportunity; and (iii) the promotion of good race relations between people of different racial groups”.

“No member of the public, job applicant, elected member, or employees shall receive less favourable treatment on the grounds of gender, race, sexual orientation, marital status or disability”.

On 11th December 2002, Dundry Parish Council adopted the Model Publication Scheme for Local Councils (Core Classes only). A copy of the scheme is available from the Clerk to the Council, telephone 0117 9642804. The documents referred to in the Scheme are held by the Clerk and can be inspected at a mutually convenient date, time and place. Copies of documents can be provided at a cost of 10 pence per A4 sheet plus postage, payable in advance.

Supporting Documents referred to in this agenda are available from the Clerk

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**Business to be Transacted**

1.0 **Election of Chair**
   1.1. New Chair’s signing of Declaration of Acceptance of Office

2.0 **Apologies**

3.0 **Chair’s Introduction**

4.0 **Election of Vice-Chair**

5.0 **Declarations of Interest by Councillors in items on the Agenda**
   5.1. Declarations of interest
   5.2. Requests for dispensation to take part in discussions on matters where councillors have declared an interest – n.b. for pecuniary interests these should be sent to the Clerk in writing as soon as possible after receipt of the agenda and no less than 24 hours before the meeting.

6.0 **Minutes of the Meeting of Dundry Parish Council – 02/04/2014 - To Approve and sign**
7.0 Crime Report/Neighbourhood Watch
7.1. Crime report for preceding month
7.2. Neighbourhood Watch Report

8.0 Public Forum - the Council will allow 15 minutes for items raised by members of the public

9.0 Appointment of members to serve on the following Committees/Working Groups for 2014/15
9.1. Planning
9.2. Finance
9.3. Streets and Open Spaces (including Playing field)
9.4. General Purposes
9.5. Other – if required

10.0 Appointment of representatives to the following bodies for 2014/115
10.1. Consolidated Charities Trustees
10.2. Parish Councils Airport Association
10.3. Village Hall Committee
10.4. Playground Group
10.5. North Rural Commissioning Network

11.0 Councillors/Parishioners with responsibility for:
11.1. Neighbourhood Watch
11.2. Care of the Natural Environment
11.3. Health and Wellbeing
11.4. Tree Warden
11.5. Other – if required

12.0 Dundry Consolidated Charities and Symes Charities – report by Cllr Keast.

13.0 Report by District Councillor Hugh Gregor

14.0 Finance
14.1. Financial Report (attached) – to approve
14.2. Approve Asset Register and insurance Details
14.3. Approve Annual Return
14.4. Clerk’s time sheet
Approve Cheques paid/ to be paid:
D/D E.ON Electric (street light) 10.16 General Fixed bills & subscriptions
100528 Broker network Ltd Insurance 552.38 General Fixed bills & subscriptions
100529 J Hoskin (Total 388.80) April Salary 375.00 General Clerk’s salary
Stamps 13.80 General Office supplies
Information
Data protection 35.00 General Fixed bills & subscriptions
Commissioner
Registration

15.0 Reports on Meetings Attended
15.1. Village hall AGM (see attached chair’s report)
15.2. Local Commissioning Networks meeting of chairs/representatives April 23rd (Clerk)

16.0 Sports and Social Club
16.1. Village Hall parking - complaint from WI
16.2. Sports and Social Club accounts

17.0 Heartstart training 30th June - agree details

18.0 Brief Reports/updates (not requiring discussion) – To note
18.1. Website

19.0 Planning
19.1. Applications Received
14/P/0691/F Best View, Upton Lane, Dundry, BS41 8 NF - Conversion of outbuilding to annexe including the addition of front porch
14/P/0740/F  Hawthorn House, Church Road, Dundry, BS41 8LG – Erection of a single storey outbuilding to west elevation and a two storey extension to west elevation following demolition of existing single storey extension and conversion of integral garage.

14/P/0785/F  Royal British Legion, 106 Dundry Lane, Dundry, BS41 8JE – Erection of a single storey extension to west elevation to incorporate disabled access, lobby and toilet.

14/P/0859/F  10 Dundry Lane, Dundry, BS41 8JQ – Erection of a single storey rear extension following demolition of a single garage with ramp and paved demolition of a single garage with ramp and paved parking area.

19.2. Applications Approved by NSC – (To note)
13/P/0531/F  Bridgwater Farm, Bridgwater Road, Dundry, BS41 8JW - Change of use from agricultural outbuildings to guest house (18 bedrooms) with erection of a first floor extension to north elevation and to include alterations to fenestration and roof lights, car parking area for 21 vehicles and landscaping (retrospective).

19.3. Applications Refused by NSC – (To note)
14/P/0331/F  Highridge Farm, Oxleaze Lane, Dundry, BS41 8JZ – Erection of an agricultural building for the storage of animal feed and machinery.

20.0 Other Planning Issues
20.1. Planning Enforcement
20.1.1. 2A Crabtree Close – Fence
20.1.2. Field on Broadoak Hill
20.1.3. Planning enforcement record

21.0 Clerk’s Report
21.1. Report on past month (circulated with agenda)
21.2. Streets and Open Spaces Report (circulated with agenda)

22.0 Correspondence
22.1. Requiring action/discussion/noting (not dealt with elsewhere on the Agenda)
NSC  School Admission Arrangements 2014 - 5
ALCA/NALC  E-bulletin – includes financial items for action
NSC  WEEE (waste electrical equipment) amnesty – request to hold in Dundry again in the autumn.
NS clinical commissioning  Community Services in North Somerset – invitation to comment on tendering process
ALCA  ALCA LOCAL COUNCIL MATTERS Issue 1
Blagdon Transport Group  Invitation to meeting May 10 (to include discussion of 672 bus)

22.2. Comments on correspondence list (circulated with agenda)

23.0 Items to be noted for discussion at next meeting