



HENSTRIDGE PARISH COUNCIL

Clerk: Emma Curtis, 14 Everlanes Close, Milborne Port, SHERBORNE, DT9 5FT
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AGENDA

An Extraordinary meeting of Henstridge Parish Council will be held at the Village Hall, Ash Walk, Henstridge on Monday 15th August 2022 at 7.30pm.

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total and shall be at the Chairman's discretion.

Please note, any new items raised by the public in this session will not be discussed by the council and will not be minuted. Items for inclusion on the agenda should be put to the Clerk in writing prior to the meeting as listed in the final item.

1. Apologies for absence

2. **Declarations of interest** (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct)

3. **To approve as a correct record the minutes of the previous meeting held on Monday 18th July 2022.**

4. Planning

a) **To consider the following Planning Applications:**

Application number	Proposal	Applicant Details
22/01243/FUL	Proposed new steel fabrication building	Land Henstridge Airfield, Landshire Lane, Henstridge
22/02035/HOU	Proposed single storey side extension to form garden room	Roundhill Lodge, Landshire Lane, Henstridge

5. Finance

a) To approve the cashbook and bank account reconciliations dated 31st July 2022 as presented for the Current and Reserves account

b) To approve the following accounts for payment to be paid via internet banking and agree two signatories to authorise

b) Supplier/Contractor	Narrative	Amount
Staff	July Salary	£1,321.55
Staff	July Salary	£109.30
Staff	July Salary	£61.25
Staff	Clerk July Expenses	£29.00
HMRC	Tax & NICs	£269.29
SSDC	Ranger Labour	£576.23
David Nichols Associates Ltd	Christmas tree mains supply installation and lights	£978.43
David Nichols Associates Ltd	Parts for refurbishment of Parish Notice Boards	£151.22
David Nichols Associates Ltd	5 litre Hand Sanitiser for outside Village Hall	£72.00
David Nichols Associates Ltd	Green Gym grease	£118.00
David Nichols Associates Ltd	Lenovo Tablet and Case	£103.98
David Nichols Associates Ltd	Sundries: Key cutting, bin bags	£88.01
David Nichols Associates Ltd	Watering system for Queens Jubilee boarder	£594.00
David Nichols Associates Ltd	Queens Jubilee boarder – Extra requirements for watering system	£386.30
David Nichols Associates Ltd	Plants & compost for South West in Bloom	£312.00
David Nichols Associates Ltd	Third connection for manual watering in water metering cabinet	£30.54

Barry Howlett	Drinking Fountain	£321.60
Castle Gardens	Mulching	£2,867.20
Milborne Port Computers	Domain Charges & SSI Certificate	£192.00
Henstridge Village Hall	Hire Fees	£24.50

6. Exclusion of Press and Public: To consider exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential HR information.

7. To note resignation of the Parish Clerk dated 25th July 2022

8. To consider variation to Clerks resignation notice period

9. To note resignation of Parish Council Handyman

10. To appoint Panel Members – The Panel will be delegated to process the procedures required to recruit a new clerk for the Parish Council.

11. To consider and agree the Terms of Reference for the Panel

12. To consider recruitment timeline and appointment of a temporary Proper Officer

13. Date of Next meeting – The next Parish Council meeting will be held on **Monday 5th September 2022. All items for inclusion on the agenda and all items to be listed under issues arising from the previous meetings must be received by the **Clerk by 9.00am on Friday 26th August 2022****



**Emma Curtis
Parish Clerk**