



LONG SUTTON PARISH COUNCIL

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NOTICE OF PARISH COUNCIL MEETING 5th September 2023

Dear Sir/Madam

I hereby give you notice that the Meeting of the above-named Parish Council will be held in the Committee Room at Long Sutton Village Hall, **on Tuesday 5th September 2023. 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.

Dated 29th August 2023.

Clerk to the Council

Business to be transacted.

Public Observations/Question Time

1. To receive apologies for absence, and to note and approve reason given (LGA 1972 s85(1)).
2. Declarations of interest. (Localism Act 2011 s33 (b-e)).
3. [Minutes of the last meeting](#) 5th July 2023 (LGA 1972 sch12, para 41(1)), and any matters arising.
 - 3.1. Matters arising.
4. Somerset Councillor's report. To receive a short verbal update from the Somerset Councillor if present.
5. Casual Vacancy. Due to a resignation, there is a casual vacancy on the Parish Council.
6. Planning applications: Planning applications can be viewed on the [Somerset Council website](#).
 - 6.1. New planning applications received:
 - Application: 23/01852/HOU** Crouds Lane, Long Sutton, TA10 9NR. Erection of a single storey extension to the west elevation. (Extension granted until 8th September for a response).
 - Application: 23/01698/COL** Batts Farm, Batts Lane, Long Sutton, TA10 9EQ. Certificate of Lawfulness application for the existing change of use of land to residential curtilage.
 - 6.2. Update on other planning issues.
 - 6.3. Proposed site visit regarding current planning applications.
7. Junction at Bineham Cross.
 - 7.1. To receive an update following the discussion about the Bineham Cross junction in the July 2023 Parish Council meeting.



- 8. Capital infrastructure projects: Play Area.**
 - 8.1. To receive an update regarding the play area refurbishment, and to consider any developments that require a formal decision.
- 9. Capital Infrastructure project: Pavilion Refurbishment.**
 - 9.1. To receive an update regarding the pavilion refurbishment and consider any developments that require a formal decision.
 - 9.2. To approve the appointment of a VAT consultant, as per the quote circulated, to provide VAT advice and support to the Parish Council during the pavilion refurbishment and extension project.
- 10. Capital Infrastructure Project: Tennis Courts**
 - 10.1. To agree to instruct the works as previously detailed, and to delegate to the clerk to sign the contract on behalf of the Parish Council.
 - 10.2. To approve the invoice for a 25% deposit to secure the tennis courts refurbishment works to go ahead.
 - 10.3. To note and approve that the clerk has received, signed and returned the S106 offer letter to Somerset Council.
- 11. Village Hall and Recreation Ground**
 - 11.1. Matters brought forward by the committee.
- 12. Environment Plan**
 - 12.1. Actions for consideration and approval.
- 13. Communication with the Community: website and e-newsletter**
 - 13.1. To agree content/priorities for the October newsletters.
 - 13.2. To agree to engage the website support contractor for an hour support per month on an ongoing basis.
 - 13.3. Actions for consideration and approval.
- 14. Grant Application from Life Education for consideration.**
- 15. Finance.**
 - 15.1. Approve balances and accounts for payment.
 - 15.2. To receive and approve the budget position to date, as circulated.
 - 15.3. To receive and approve [the conclusion of audit for 2022/2023](#).
- 16. To review the following Parish Council policies:**
 - 16.1. [Document retention policy](#)
 - 16.2. [Publication Scheme](#).
- 17. To receive an update regarding the Local Community Network and Somerset Council.**



- 18.** Representative reports and any other matters regarding:
 - 18.1. Community Safety.
 - 18.1.1. Monthly crime statistics from the [Police.Uk](https://www.police.uk) website, or a police report if received.
 - 18.2. Lengthsman. To receive an update of work undertaken in the Parish.
 - 18.3. Highways and Footpaths. To receive an update on any planned or completed works.
- 19.** Other correspondence not previously distributed.
- 20.** Date of next meeting – Parish Council meeting Tuesday 2nd October 2023 in the Village Hall,
- 21.** Agenda items for the next meeting.

END OF AGENDA