

MUSBURY PARISH COUNCIL
6 Englands Way, Chard, Somerset, TA20 1EF
E mail: musburyparishclerk@gmail.com
Tel: 01460 495107
Chairman: Councillor Matt Craker
Parish Clerk: Mrs S Coombe

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the end of the meeting given over specifically for that purpose. Although not a requirement to do so, prior notification to the Clerk would enable a full response where appropriate to be given.

Tuesday 1st July 2025

Dear Parish Councillors and Members of the Public,

Councillors are summoned and members of the public are invited to a Meeting of Musbury Parish Council to be held in the Meeting Rooms of Musbury Village Hall on Monday 7th July 2025 at 7.00pm when the following business will be conducted.

Yours faithfully

SJ Coombe
S J Coombe

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- 1 To receive apologies for non-attendance**
 - 2 To receive declarations of interest**
 - 3 To approve the Minutes of the last Parish Council meeting on the Monday 19th May 2025**
 - 4 Matters arising from the minutes**
 - 5 Local Government Business and Community Issues**
 - 5.1 Spending Review First Quarter**
 - 5.2 Government email addresses**
 - 5.3 Cloud Storage**
 - 5.4 Purchase of New Laptop**
 - 5.5 Agree Clerks Expenses**
 - 6 Accounts**
 - 6.1 Transactions to be approved for payment**

Payments	Musbury Village Hall	19 th May 2025 Hall Hire	£24.00
	Musbury Village Fete	Donation for Fete	£150.00
	BRB Carpentry Ltd	Playing Field Bench	£900.00
	S Coombe	Clerks Salary & Paye – June	£398.58
	Lloyds Bank	Bank Charges - June	£4.25
	M Powe	Internal Auditor	£89.25
	MAA	Musbury Allotments	£81.94
	R & H Signs	Allotment Gate Signs	£31.20
Receipts	Rent	Allotments	£69.08
	Deposits	Allotments	£175.00

- 6.2 Monthly Treasurer's Accounts to be approved – May & June 2025
- 7 Planning – 25/1237/FUL - Longmead, Combpyne Road, Musbury, EX13 8SR.
Remove existing conservatory & replace with 2 storey rear extension.
- 8 Highways & Public Spaces
 - 8.1 Allotments
 - i. Agree Annual Rent & Tenancy Agreement for Musbury Allotment Association
 - ii. Discuss Grass Cutting Contract & Costs
 - 8.2 Playing Field - Update
 - 8.3 Footpaths – P3 Survey, Grant & Repair Update
- 9 Reports from District & County Councillors
- 10 Police matters – Crime Statistics to be shared if available
- 11 Parish matters for report

On completion of the meeting: Questions & comments from members of the public (limited to 10 minutes in total)

Members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) are allowed to participate before the start of the meeting by asking questions, raising concerns, or making comments on matters affecting Musbury Parish. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration.

12 Date for next Parish Council Meeting – Monday 1st September 2025 at 7.00pm

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed, but it would be helpful to let the Clerk know of any plans to film or record so that all necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings, for example, by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting. Please note that members of the public exercising their right to speak during Public Question Time may be recorded.

Note: The Parish Clerk records the meeting for the purpose of producing accurate Minutes.

Please contact the clerk for further details – musburyparishclerk@gmail.com