

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

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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 13th May 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 19th May 2025 at 7.15pm 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 31st March 2025**
 - 4 Matters arising from the minutes**
 - 5 Local Government Business & Community Issues:**
 - 5.1 Approve Internal Auditor's Report - AGAR**
 - 5.2 Approve and sign Section 1 Annual Governance Statement - AGAR**
 - 5.3 Approve and sign Section 2 Accounting Statement - AGAR**
 - 5.4 Set Commencement date for exercise of public rights**
 - 5.5 Co-option – 4 Vacant seats.**
 - 5.6 Approve 2025/2026 Insurance Renewal Quote**
 - 5.7 Discuss & Approve purchase of Laptop/Printer**
 - 5.8 Discuss Cloud Storage**
 - 5.9 CIL Payment - £869.44**
 - 6 Accounts**
 - 6.1 Transactions to be approved for payment**

Musbury Village Hall	31 st March 2025 Hall Hire	£22.00
Lloyds Bank	Bank Charges - April	£4.25
DALC	Affiliation	£236.90
ICO	Data Protection	£47.00

James Booth	Lengthsman	£405.00
S Coombe	Clerks Salary – April	£318.98
HMRC	PAYE – April	£79.60
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HMRC	PAYE – May	£79.60
Lloyds Bank	Bank Charges - April	£4.25

6.2 Monthly Treasurer’s Accounts to be approved – April 2025

7 Planning – 25/0978/FUL - New House Farm, Seaton Road, Musbury, EX13 8AJ, Roofing over existing yard area.

8 Highways & Public Spaces

8.1 Allotments - Update Allotment Association re questions asked

8.2 Playing Field

8.3 Footpaths – P3 Grant 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 7th July 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