

# FITZHEAD PARISH COUNCIL

10 November 2023

I hereby give notice that the Annual meeting of Fitzhead Parish Council will be held on **Wednesday 15 November 2023** in the Tithe Barn commencing at 7.15pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder. If you are not able to attend, please advise the Clerk.

Andrea Johnson  
Clerk to the Council

## **AGENDA**

### **Pre-meeting Public Question Time**

There will be a period of public participation, and members of the press and public are invited to address the Council. The press and public are not permitted to take part in the Council meeting. However, at the Chairman's discretion the meeting may be suspended occasionally to receive public comments and questions.

- 23/0036 To note apologies for absence and approve reason, where appropriate.**
- 23/0037 Declarations of Interest/Dispensations.**
- 23/0038 To sign as a correct record the minutes of the meeting held on 9 August 2023.**
- 23/0039 To receive the Clerk's Report and resolve actions.**
- 23/0040 To note the minutes and accounts of the Tithe Barn Management Committee meeting of 4 October 2023.**
- 23/0041 To receive a verbal update on the Play Area and resolve actions, repairs or maintenance if required.**
- 23/0042 To receive and note the verbal Report from the Somerset Councillor**
- 23/0043 Finance.**
  - 23/0043.1 To note the Bank Reconciliation at 10 November 2023, including the receipt of the Maintenance Grant.
  - 23/0043.2 To note that the ICO Data Protection fee of £40 will be taken by direct debit on 13 December 2023.
  - 23/0043.3 To resolve to pay the listed payments.
  - 23/0043.4 To note expenditure against budget at 30 October 2023.
  - 23/0043.5 To consider the letter from Somerset Council dated 8 November 2023 and agree actions
  - 23/0043.6 To agree the draft budget for 2024/2025
- 23/0044 To resolve to adopt the Biodiversity Policy**
- 23/0045 Highways**
  - 23/0045.1 To note the correspondence from a parishioner in relation to blocked gullies – previously circulated.
  - 23/0045.2 To resolve to investigate and document responsibilities for maintenance and clearance of drains, ditches and gullies in Fitzhead.
- 23/0046 Matters for information only**
- 23/047 To agree a date for the next meeting .**