

Compton Bishop Parish Council

COMPTON BISHOP PARISH COUNCIL

Minutes of the meeting 15th May 2024

- Present:** Councillors T Mason (item 1 only), C Settle (Chair for the rest of the meeting), D McCarthy, E Parker, G Hancock, Locum Responsible Finance Officer Sally Ferguson (who ensured that the correct procedures were followed regarding items 24/05E -24/05H and then left the meeting) and Alan Mortimore (Clerk).
- 24/05A To elect a chairperson for the forthcoming year.**
It was resolved to appoint Councillor Terry Mason as the Chair of the Parish Council for 2024-2025. Councillor Mason duly signed the Declaration of Office.
- 24/05B To elect a Vice Chairperson for the forthcoming year.**
It was resolved to appoint Councillor Claire Settle as the Vice Chair of the Parish Council for 2024 - 2025. Councillor Settle duly signed the Declaration of Office.
- 24/05C To receive apologies and declaration of interest.**
Councillor M Shaw and Somerset Councillor Bob Filmer.
Councillor T Mason felt unwell and had to leave the meeting after item 1.
There were no declarations of interest.
- 24/05D To receive and approve the Minutes of the Parish Council Meeting held on 10th April 2024 previously circulated.**
It was resolved to approve the minutes. Councillor Settle signed the minutes as being a true Record.
- 24/05E To receive and note the Internal Auditors Report.**
The Internal Auditors report was noted.
- 24/05F To approve Annual Governance Statement.**
It was resolved to approve the Annual Governance Statement (Section 1 of the Annual Return 2023-2024).
- 24/05G To approve Accounting Statements.**
It was resolved to approve the Accounting Statement (Section 2 of the Annual Return 2023-2024).
- 24/05H To approve Certificate of Exemption**
It was resolved to approve the Certificate of Exemption (part 2 of the AGAR 2023-2024)
- 24/05I To appoint members to any required committees.**
It was not required to appoint any members of any committees at this meeting.
- 24/05J To receive Clerks Report.**
The Clerk informed the meeting that the 2024 – 2025 Precept has been received from Somerset Council and gave details of the current financial situation of the council.
- 24/05K To receive County Councillors Report.**
As Councillor Filmer was unable to attend the meeting, he provided a written report which the Clerk will post on the website.
- 24/05L To approve the bank statement and the following payments.**

Payee	Description	Amount £
Clerk	Net salary (Apr 24)	319.06
HMRC	Tax deducted at source	79.60
Clerk	Expenses	17.98
Tincknells of Wells	Purchase of Strimmer	475.00 incl VAT
PATA	Payroll Quarterly Charge	31.05
St Andrews Church	Donation towards Grass Cutting	500.00
Climate Change Grp	Donation towards cost of Hall hire for meetings	80.00

The payments were approved.

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24/05M

To consider the following Planning applications

Planning application number	Location	Proposal
21/23/00016	Peak Barn, Webbington Rd Compton Bishop, Axbridge BS26 2HW	Retrospective application for the mixed use of Shepherds Hut as holiday let and ancillary residential accommodation. It was resolved that the Parish Council would support this application.
21/24/00002	The Stable House, Old Coach Rd, Cross, Axbridge, BS26 2EF	Erection of a single storey extension to the rear (South) elevation. It was resolved that the Parish Council would support this application.

24/05N

To note the Planning Decisions Update.

Planning application number	Location	Decision
21/23/00017	Land to the south west of Townsend Farm, Prowses Lane, Axbridge	Awaited
21/23/00027	Rowan Cottage, Webbington Rd, Compton Bishop, Axbridge BS26 2ER	Granted
21/23/00023	Land adjacent to River Axe, North of Turnpike Rd, Lower Weare, Axbridge BS26	Awaited
21/24/00001	Grove Lodge, Barton Rd, Webbington, Axbridge, BS26 2HT	Awaited

24/05O

Safe Pathway Campaign Cross Lane – update on any progress the Landowners.

Councillor Parker informed the meeting that Somerset Access Forum, which is an organisation involved with footpaths, rights of way and other countryside issues are trying to negotiate a meeting between themselves and the landowners with the intention of ending the current impasse. The Clerk to also chase the Somerset Councillors that had been asked to help resolve the matter as there has not been any response.

24/05P

Village Signs – any progress on the “Compton Bishop Parish” sign at the Compton Bishop end of the Village.

Councillor McCarthy advised that the local sign company was able to produce a suitable size copy of the photograph that had been previously agreed for the sign. It was agreed that the new sign should be the same size as the existing one and that the sign at the Cross end of the Village (off A38) needed replacing as well. It was resolved that Councillor McCarthy could obtain quotations to include two signs for a decision at the next meeting.

24/05Q

To consider Councillor Training.

The Clerk informed the meeting that Councillors Settle and Hancock had been booked on training courses to be completed in the coming weeks.

24/05R

To receive Councillor reports.

A38 Milestone Post - Councillor Parker requested the Clerk to contact Somerset Heritage (SH) about the return of the Post as SH were concerned about it being damaged when back in Situ. Councillor Parker confirmed that there are sufficient volunteers to make sure the area around the post is kept clear and maintained.

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- 24/05S To review two of the CBPC procedures to update to 2024.**
It was agreed to carry forward this item to the next meeting.
- 24/05T Update on obtaining funding from Avon and Somerset Police for a Speed Indicator Device (SID) through Cross Village.**
Councillor McCarthy advised that they are still awaiting the £2.5K from the Police Community Fund, so until this is received the project is delayed. However, in order to make some progress she has contacted National Grid Community Fund for a donation towards the cost in installing and maintaining the SID once it has been purchased, the maintenance will involve data retrieval, periodic rotation of 3 locations and charging of battery. Also, there is now increased costs with Somerset Highways in providing the 6ft high posts that is now mandatory as well as the staff costs involved now being charged to the Parish. There will be an update at the next meeting.
- 24/05U To review any maintenance that is needed on the Parish's Footpaths, Bridges and Gates.**
It was agreed to review this item at the next meeting as there may be legal as well as health and safety issues for the Parish Council being responsible for such repairs and any ongoing maintenance. More information is needed from Somerset Council on how to manage such projects.
- 24/05V To consider improving the checklist for reviewing planning applications.**
It was resolved that Councillor Hancock will draft a "Code of Conduct" for discussion at the next meeting to standardise the process of how the council consider planning applications.
- 24/05W To consider funding Cross Memorial Hall for periodic community meetings with the local PCSO (maximum 2 hours per session).**
It was resolved to fund periodic funding for such community meetings with the PCSO and the Clerk to inform the PCSO accordingly.
- 24/05X To review the payment of £10 per month for anti-virus and monitoring on the old computer.**
It was resolved to cancel this Standing Order and review when it is decided to purchase a new computer for the sole use of the Parish Council.
- 24/05Y To authorise a payment for providing some drink and nibbles for the Open Annual Parish Council meeting on Monday 10th June.**
It was resolved to allow a maximum £100 for the provision of refreshments for the open meeting.
- 24/05Z Items for the next agenda**
- 1) Safe Pathway Campaign – update on any progress with the landowners.
 - 2) Village Signs – Progress on "Compton Bishop Parish" signs.
 - 3) To consider Councillor Training.
 - 4) Review of two CBPC procedures.
 - 5) Update on the funding for a Speed Indicator Device.
 - 6) To review any maintenance that are needed on the Parish's Footpaths, Bridges and Gates.
 - 7) To consider improving the checklist for reviewing planning applications.
 - 8) To consider purchasing a laptop for the use of the Parish Council.

Compton Bishop Parish Council Annual Meeting to be held on Monday 10th June 2024

Next Parish Council Meeting – Wednesday 10th July 2024 at 7pm