

Annual Meeting of the Parish Council Minutes
The Old School, Simonsbath on Thursday 27th May 2021 at 7.45pm

Present: Parish Councillor(s): F Schott – FS Chair; A Vigars AV, J Chanter JC, A Chapman AC, T Gowlland TG, Also, County Cllr F Nicholson FN & Clerk C Hornsby

Annual Meeting of the Parish

Business to be transacted

36/21 Election of Chairman – AC proposed and JC 2nd that FS is elected Chair for 2021-22 and all AGREED. FS agreed to stand and signed the official form.

37/21 Election of vice Chairman and appointment of representatives

Vice Chairman JC proposed and AC 2nd that TG become Vice when AV stands down later in the year.

Exmoor Panel, Consultative Forum, it was agreed by all to attend the meetings in turn.

Simonsbath Steering Group FS, JC and TG to continue as representatives of the PC

38/21 Apologies for Absence District Cllr S Pugsley SP

39/21 Declarations of Notifiable Interests – none

40/21 Approval of Minutes held on – 25/05/2021 Proposed by TG and 2nd by FS as a true and correct record and all agreed. Chair signed the minutes.

41/21 Matters Arising from these Minutes – 25/05/2021

42/21 Finance Report

- Approval of Clerk's pay and exp' for 1st July for PAYE dated 5th July 2021 £204.02. The clerk noted that she had included extra working from home allowance in the last pay by mistake and so reduced this pay by that much. **CHQ no 277 £204.02 Mrs C Hornsby**
- Approval of Insurance quote – clerk to pay by card and reimbursed by cheque **£184.13**
- Approval of Website year membership to Spanglefish – Clerk paid 07/05 **£103.00**
- New Laptop - **£626.99** This was approved and agreed by email as it needed to be purchased as the present laptop was shared by Withypool & Hawkridge PC.
- Laptop security to be set up approx. **£62.98**
- Total cheque to clerk for
 - Insurance, 184.13
 - website, 103.00
 - laptop, 626.99
 - laptop security 62.98
 - Total **£977.10 CHQ no 276 To Mrs C Hornsby**
- Reimbursement from Withypool & Hawkridge Parish Council for 3/8th of the original laptop cost less depreciation **£140.00 credit Withypool PC** have agreed to reimburse Exmoor PC 2/3rds of the original amount that EPC paid for the laptop. £140.00 will be reimbursed by cheque from W&H PC
- Report from Internal Auditor *Thank you for inviting me to look over the accounts and minutes of Exmoor Parish Council for another year. As previously, the minutes and record keeping are thorough, clear and efficient and my job has been an easy one. I am very happy to sign off against all criteria in the internal audit. Lyn Fisher 5 May 2021*

- Approval of gift vouchers for the Internal Auditor. It was AGREED to gift £30 to Mrs Lyn Fisher for her work on the internal audit – clerk to organise and claim at the July meeting
- Presentation of 2020/21 accounts (previously circulated) and Adoption. These were proposed by AV and 2nd by AC as a true record of the accounts and they were Adopted as such
- Accounts and Bank Reconciliation – Chair and Clerk were authorised by the EPC to sign the Bank Reconciliation as a true and correct record

43/21 Audit - Certificate of Exemption: EPC authorised the Chair and the Clerk to signed the document

- Total annual gross income for the authority 2020/21 £2807;
- Total annual gross expenditure for the authority 2020/21 £2150

44/21 Section 1 of Audit: Annual governance statement 2020/21 – EPC authorised the Chair and the Clerk to signed the document

45/21 Section 2 of Audit: Accounting statements 2020/21 – EPC authorised the Chair and the Clerk to signed the document

46/21 GDPR, Aims and Objectives: (Previously circulated) was reviewed and FS proposed and TG 2nd that they be Adopted and all agreed. **Code of Conduct, Standing Orders** were viewed, agreed no changes necessary.

47/21 Highways – (i) Drain issue above Barton on the Brendon Road. Highways say it is on the schedule for jetting. (ii) Cross drains near Winstichen Lane seem to be fine now that a collapsed cover has been sorted by AC. It does not need to have the road closed and FN noted this. (iii) Alan Jones of Highways will be attending the Panel Meeting to discuss the future of road issues. (iv) verge cutting was discussed (v) Exford doing their own Highways work was also discussed and how this may be the norm when the changes to the County and District council come in to effect. (iv) clerk to enquire at roadrecords@somerset.gov about local roads.

48/21 Planning – None

49/21 Parish Maintenance – (i) The rocks for the corner near Pound Cottage will be in place in June

50/21 Car Parking in Simonsbath –(i) Proposed car park at the Sawmill – Highways are ok but it is now with the Environment Agency (ii) A refreshment tender issued by the ENPA was discussed with all concerned very unhappy about it.

50/21 Correspondence – all sent to cllrs via email

51/21 District and County Councillors – nothing extra to report

52/21 Report from Parish Council representatives of other groups

Exmoor Panel – date is 8th June

Consultative Forum – date is 10th June

Simonsbath Steering Group – (i) transfer of Whiterock Cottage and The Old School from ENPA to the S&EH Trust is progressing, (ii) a significant tree halfway up Ashcombe had fallen in the recent storms. (iii) it was suggested to allow locals to take the fallen ash trees that were recently felled and ask for a donation to the Old School but access was an issue.

53/21 Items for next agenda

53/21 Date of next meeting

Thursday 29th July 2021 at The Old School, Simonsbath at 7.30pm tbc

Future dates: (all on Thursdays)

- 2021: Sept 30th; Nov 25th; 2022: Jan 27th; Mar 31st; May 19th.

ChairDate.....