

Minutes

Minutes of the Annual Meeting of Rodney Stoke Parish Council held in the Draycott Memorial Hall, Latches Lane, Draycott on Thursday 18th May 2023 at 7pm

Present: Cllr Sealey (Chairman) and Cllrs Bullen, Daynes, Dudden, Haskins, McGovarin and Ward. Also present were the Parish Clerk and 1 member of the public.

257.1 Election of Chairman: Cllr Sealey was proposed by Cllr Dudden, seconded by Cllr McGovarin and duly unanimously elected by those present. The Declaration of Acceptance of Office was signed and witnessed by the Clerk.

257.2 Election of Vice Chairman Cllr Gladman was proposed by Cllr Ward, seconded by Cllr Dudden and duly unanimously elected by those present.

Resolution: Cllr Gladman may deliver his signed Declaration at or before the next meeting.

257.3 Apologies for absence: Cllr Dearden, family commitment; Cllr Dollins, Covid; Cllr Gladman, Leave; Cllr James, family commitment. The apologies were accepted. PCSO Chinnock and Somerset Councillor Shearer also sent apologies.

257.4 Declarations of Interest None

257.5 Public Participation: None

257.6 Minutes of the Parish Council Meeting held on **16th March 2023**, having been previously circulated, were taken as read and unanimously approved as a true record.

257.7 Matters arising from the Minutes: The Street, Draycott is on the future resurfacing list however there is a prioritising system, but the highways officer will try to get it put forward dependant on funding; **Millway Repairs:** due to the unprecedented high level of repairs to roads a different material was used for the pot holes, they will review the area but it is unlikely to be resurfaced; **Cllr Abi McGuire** who introduced herself at the Annual Parish Meeting, passed on her thanks to the Council and offered to attend community events if she is invited; **Reports updating The Pound, Rodney Stoke** and the **health and wellbeing Survey** had been circulated, Cllr Dearden has also applied to the British Wildflower Society for a notice about the wildflowers in the Pound.

257.8 Election of Representatives for committees and groups: the groups were reviewed, and no updates were made.

257.9 The terms of reference for committees and groups were reviewed and approved.

257.10 The Policies of the Council, including the financial regulations, were reviewed.

257.11 The payments made under the General Power of Competence were reviewed.

257.12 The Financial, Play Area, Burial Ground and SID risk assessments were reviewed and approved.

257.13 The Insurance arrangements and additions to the schedule were reviewed. The Council is in the second year of a 3-year arrangement.

Resolution: To renew the policy. Unanimously agreed.

257.14 The membership of other bodies:

Resolution: To continue to subscribe to the Somerset Association of Local Councils; Society of Local Council Clerks; Somerset Playing Fields Association; Information Commissioners Office and CPRE. Unanimously agreed.

257.15 The existing **arrangements with other bodies** were reviewed.

Resolution: Cllr Bullen is to be the Local Community Network representative and Cllr Sealey will be the substitute member.

257.16 The asset register

Resolution: To approve of the register. Unanimously Agreed.

257.17 Roads Report: The Narrows, Draycott the Traffic Engineer is investigating moving some signage and some lines have been listed for repainting, but no other suggestions were made. Some of the greenery reported to Highways as obscuring signs has been cut back. A request regarding introducing a **20mph limit on the A371 through Rodney Stoke** was discussed including accidents, highways priorities in the Parish and the cost to the Parish.

Resolution: The request was not supported; to arrange for the Speed Indicator Device to be placed in Rodney Stoke again.

A request regarding **missed waste collections due to inconsiderate parking on The Street, Draycott** was discussed: Somerset Cllr Wyke had logged the complaint with Somerset Waste Management; emergency vehicles would have the same issue; It was noted that the problem has been investigated at length including surveying the village, the traffic engineer had been unable to offer solutions based on the restrictions of the road, and measures would push parking problems onto adjacent roads. An item will be placed in the newsletter.

257.18 Planning: The planning report was updated to include that applications 2021/2301 and 2022/0026 were granted permission. The following new applications were noted: 2023/0679/HSE Proposed rear extension and front entrance porch Hersanmyne Back Lane Draycott Cheddar Somerset; 2023/0811/HSE Extend existing rear extension The Cottage Wells Road Draycott Cheddar Somerset

257.19 Somerset Councillors Report: The unitary council commenced in April; the expectation of savings; the reduction of senior staff and the cost; the large geographical area and assets; the offices in Shepton continue to be well used; the Mendip Plan will be used until 2028; Planning East (Mendip) has local Councillors sitting on it; Parishes can refer applications to the Planning Committee. Cllr Wyke is available to help residents.

257.20 The Rev Cobley Playing Fields Report: A Multi User Games Area (MUGA) was discussed including: addressing the shortfall of provision for young people in the Parish identified in the health and wellbeing survey, a location is to be agreed with the hall and playing field committee, the size and the constraints of the MUGA, quotes will be sought before fund raising, the Council will allocate funds to the project. **Replacement of the zip wire cable:** during repairs to the tyre stop, damage to the cable was identified. The Council considered the quote provided by the manufacturer's local supplier and safety of users.

Resolution: To replace the wire at the quoted price of £545 Unanimously agreed.

Planting oaks to commemorate the Coronation and to commemorate 300 years of the Card Charity matters discussed included: the size of the trees and the cost including ongoing costs to the Parish, tree guards, impacts including to the driveway and pitch, benches as useful alternative memorials. The item is to be added to the next agenda.

3 quotes were considered for **the tree and memorial plaques**.

Resolution: To order three plaques from Premier Trophies.

Repairs to the play area gates required by the annual inspection report and faulty returns on both gates: 3 quotes were sought and of the 2 quotes received, Premier Fabrications offered an alternative solution to the finger trap problem. The other contractor, on reconsultation, did not wish to move the fence as proposed. Due to the safety implications Premier Fabrications were instructed to go ahead with the work.

Resolution: The decision was ratified.

257.21 New Memorial Hall Report: The Hall Committee Secretary gave a report including that 4 windows are being replaced; a group has been formed to run a cinema club, a retractable screen has been ordered, grant applications and donations towards buying equipment were reviewed; new hirers were discussed including a judo club.

257.22 Burial Ground Report: There was 1 interment this period. The Clerk is to investigate ownership of the gate to the Glebe field.

257.23 Footpath Walkers Report: the footpaths are all passable including the footpath at Swans Lane and no matters were raised.

257.24 Neighbourhood Watch The report had been circulated, a copy is available in the Minute Book.

257.25 Environmental Issues The report had been circulated; a copy is available in the Minute Book.

257.26 Somerset Association of Local Councils It was noted that the AGM had been postponed. Cllr Dearden Lynda had attended a meeting about health and wellbeing grants and reported that there were 2 funds available, Cllr Dearden hopes to establish a small network with local Councils to improve provision in this area.

257.27 Emergency Planning The report had been circulated, a copy is available in the Minute Book.

257.28 Community Matters: Tree Warden Cllr Bullen is awaiting further information on the role following the reorganisation at Somerset Council. A resident had asked for help with the **theft of plants from planters on Wells Road**. An item will be included in the newsletter.

257.29 Correspondence: All correspondence was brought to the attention of the Council, including: A request for support for the acute stroke unit at Yeovil Hospital. An item will be included in the newsletter and the Council is to write a letter.

257.30 Newsletter: The following **items** are to be included: Theft from planters; Yeovil Hospital; Missed waste collections and inconsiderate parking.

257.31 Financial Report: It was noted that the precept had been received.

- i. **The Statement of Internal Control** was reviewed.
Resolution: To approve the statement. Unanimously agreed.
- ii. **Resolution:** The following direct debits were approved: Information Commissioners Office Registration Fee; NEST pension. Unanimously Agreed.
- iii. **Resolution:** The following **regular payments** were approved: Clerks Salary Expenses and Mileage; Clerks PAYE; pension; payroll provision; Grass Cutting; Street Cleaning; Newsletter Printing; Insurance premium. Unanimously Agreed.
- iv. **Statement of Accounts:** The 'end of year' and the May statement had been previously circulated. Cllr McGovarin had verified the bank reconciliations for April and May.
Resolution: The End of Year and May Accounts were unanimously approved as a true record.
- v. **Resolution:** The updated **payments schedule** was unanimously approved:

NEST	DD	Pension	£33.90
St Andrews Press	I53	Newsletter Printing	£60.00
HMRC	I54	Clerks PAYE March	£115.39
H Marshall	I55	Clerks Salary & Mileage March	£903.54
NEST	DD	Pension	£35.28
Arien Designs Limited	I56	Signs and fixings	£288.00
GWB Services Ltd	I57	Grass Cutting	£112.56
GB Sport And Leisure UK Limited	I58	Aerial Runway Maintenance	£489.60
HMRC	I59	Clerks PAYE April	£132.31
H Marshall	I60	Clerks Salary & Mileage April	£908.27
H Marshall	I61	Clerks Expenses	£67.12
GWB Services Ltd	I62	Grass Cutting	£123.90
A Chick	I63	Street Cleaning	£319.49

- vi. **To receive the Internal Audit Report.** Two matters regarding a Covid report remaining on the website and a VAT item included in error were noted. There were no matters for the attention of the external auditor.
- vii. **Section 1 of the Annual Governance and Accounting Statements:** Having been previously circulated the Council considered the questions and completed the document.
Resolution: Unanimously approved and signed.
- viii. **Section 2 of the Annual Governance and Accounting Statements:** Having been previously circulated the Council considered the document.
Resolution: Unanimously approved and signed.
- ix. **Grant request from the Jubilee Committee towards Coronation celebrations:**
The event for the village was reviewed.
Resolution: Cllr Ward proposed awarding £100 Cllr Daynes seconded. Agreed.

257.32 Dates of future meetings

2023 July 20th, Sept 21st, Nov 16th

2024 Jan 15th, March 18th, May 20th, July 15th, Sept 16th, Nov 18th

Time of closing meeting: 9.22pm