

Minutes

Minutes of the Meeting of Rodney Stoke Parish Council held in the Draycott Memorial Hall, Latches Lane, Draycott on Thursday 19th September 2024 at 7pm.

Present: Cllr McGovarin (Acting Chairman) and Cllrs Dearden, Dudden, Ward, Williams and Wilkinson. Also in attendance were Somerset Cllr Wyke and the Parish Clerk. 2 members of the public were present.

266.1 Apologies for absence: Cllrs Bullen, leave; Dollins, out of the area; Gladman, ill health; Sealey, ill health.

Resolution: The apologies were approved.

Somerset Cllr Shearer was attending another meeting.

266.2 Declarations of Interest: None

266.3 Public Participation: A resident discussed nesting boxes that had gone up on land to the rear of the Memorial Hall.

266.4 Minutes of the Parish Council meeting held on 18th July 2024, having been previously circulated, were taken as read.

Resolution: The Minutes were unanimously approved.

The following item was brought forward as Somerset Cllr Wyke had to attend another meeting.

266.5 Somerset Council Report. The following matters were discussed: The year end figures have been audited, including items and land that have been sold to achieve the budget; reducing staffing numbers; increasing social care costs and educational provision; progression of the Strawberry Line and greenery planted.

266.6 Matters arising from the Minutes: Multiuser Path it was noted that highways contractors are not required to clear debris off the path; Cllr Gladman has the **oak tree** ready for planting.

266.7 Roads Report: the Somerset Council Enhanced Highway Maintenance Pilot was discussed, including that if a small job is required, local parishes will be grouped to save money where possible; **street cleaning risk assessment:**

Resolution: The risk assessment was approved.

Roadside training

Resolution: To provide training for 3 Cllrs.

A temporary Road Closure on Wells Road, Wedmore on 14th October 2024 was noted.

Action: Clerk

266.8 The **Planning Report** was noted.

266.9 Local Community Network: Cllr Bullen's report had been circulated prior to the meeting. Reports are available on the Somerset Council website.

266.10 The Rev Cobley Playing Field: The Multi User Games Area (MUGA): no updates had been received. Somerset Cllr Wyke offered to follow up on information about the Westbury MUGA. The **annual asset inspection report** was discussed: the **grit bins** have been reported for refilling; the **youth shelter** base has been cut back; **signage** on the play area needs cleaning; the small **black gate** needs zip ties on sign; the Clerk is to **seek individual quotes** for: powder coating/painting the zip wire, yellow gates, multi gym play equipment and the swings; to reattach the strap on the Wildlife zone barrier, cement the post and service the pedestrian gate by the pavilion, to service the small black gate post so that it shuts. The grass cutter is to be instructed to trim any ragwort by the drive barrier and wildlife zone. The **slabs in wildlife zone** will be cleared soon; Cllrs McGovarin and Dearden have made arrangements to turn over the wildlife zone in the spring; new Councillors have been added to the **inspection rota** and will receive guidance on checks.

Action: Clerk, Cllrs Gladman, McGovarin, Dearden

266.11 New Memorial Hall Reports from Cllrs Dollins and Bullen had been circulated prior to the meeting. It was discussed that the hall committee were concerned about a **car left at the hall**, the Council will investigate.

266.12 Burial Ground Report: There was one interment this period.

Cllr Williams will investigate the removal of the **redundant electricity pole**. Quotes are to be sought to **refinish the bench by the pond**. The grass cutter is to be instructed to **strim the area inside the pond fence**.

Action: Clerk, Cllr Williams

266.13 Somerset Association Local Councils: Health and wellbeing grants, Cllr Dearden will investigate support for the MUGA application.

Resolution: to book Cllr training for Cllr Williams

266.14 Environmental Issues: Cllr Dollins' report had been circulated; a copy is available in the Minute Book.

266.15 Neighbourhood Watch Cllr Dollins' report had been circulated; a copy is available in the Minute Book.

266.16 Footpath Walkers Report: Cllr McGovarin reported that: most footpaths were clear; a **new kissing gate** had been installed on the path near the Rodney Stoke Inn; a further request for a gate had been made regarding a **path on Butts Lane**.

A **Highway Volunteer Handbook** has been produced by Somerset Council and is available on our website. Training will be available online but if there is enough interest locally, they will hold a session at the hall.

266.17 Emergency Planning To be updated at the next meeting.

266.18 Community Matters: Bus stop at the Pound, Rodney Stoke: to replace the light, to obtain quotes for repainting in cream; members supported the offer from a local business to install a bench. Following a request for a noticeboard for hall events, it was proposed that the **Noticeboard, Back Lane** is replaced with a 3 bay board making one bay available to the hall; **Westfield Lane dog bin**, Cllr Williams offered to cut back the greenery; **Joy Wills Bus shelter**, to be reported for cleaning; **Card memorial**, to install the plaque; the **overflow car park** needs topping, it is hoped that Cllr Sealey will undertake this when he is able.

Request to hold first aid courses, Cllr Ward will investigate funding sources; **The Pound:** Cllr Dearden is to turn over the ground for reseeding.

Action: Clerk, Cllrs Dearden Gladman, Sealey, Williams.

266.19 Correspondence: All correspondence was brought to the attention of the Council including a consultation on the AONB Mendip Plan. Cllr Dollins will be asked to respond.

Action: Cllr Dollins

266.20 Newsletter: the following items were agreed for inclusion: The Highway Handbook, Request for Strawberry Line volunteers.

266.21 Statement of Accounts: The statement for September had been previously circulated. The bank reconciliations for July and August had been previously verified. Cllr Ward reviewed the Council's accounts.

Resolution: To approve the statement. Unanimously agreed.

266.22 Financial Report:

- i. The **payments schedule was** updated.

Resolution: The schedule was unanimously approved.

Glasdon UK Limited	I157	Rubbish Bin	£346.91
St Andrews Press of Wells Ltd	I158	Newsletter Printing	£61.00
Printerbase Ltd	I159	Printer	£545.00
H Marshall	I160	Salary & Expenses	£1071.50
HMRC	I161	PAYE	£124.02
PKF Littlejohn LLP	I162	Annual AGAR Review	£252.00
GWB Services Ltd	I163	Grass Cutting	£136.32
SLCC Enterprises	I164	Affiliation Fees	£94.00
H Marshall	I165	Salary & Expenses	£1069.15
HMRC	I166	PAYE	£64.32
A Brumfitt	I167	Bin Installation	£100.00

Starboard Systems Limited	I168	Scribe Software	£414.72
Somerset Playing Fields Assoc.	I169	Inspection Report	£120.00
Somerset Assoc. Local Councils	I170	Affiliation Fees	£397.98
GWB Services Ltd	I171	Grass Cutting	£210.24
H Marshall	I172	Salary & Expenses	£1068.89
HMRC	I173	PAYE	£64.32
H Marshall	I174	Expenses	£91.41
A Chick	I175	Street Cleaning	£429.00
NEST	DD	Pension	£41.05

- ii. The **Audit Closure Notice** had been received, no matters had been raised.
 - iii. The Clerk is to investigate engaging a lengths man.
 - iv. **Items for inclusion in the budget:** Noticeboard, litter/dog bin charges, first aid course, section 8 training, painting of play area and Rodney Stoke bus stop, wildlife zone/Pound seeding, to adjust the value of any repairs to assets.
- 266.23** Dates of future meetings: **November 21st**
2025: January 16th; March 20th; May 15th; July 17th; September 18th;
November 20th.

Time of closing meeting: 8.37pm