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Minutes

Minutes of the video conferenced meeting of the Parish Council held on **Monday 26th April 2021** at 7pm.

Present

Cllrs Body (Chairman), Hipwell, Shaw, White and Vining. Also in attendance was the Parish Clerk, Mrs H Marshall. 0 members of the public were present.

35/21 Apologies: District Cllr Godwin Pearson and County Cllr Filmer

36/21 Declarations of Interest None.

37/21 Minutes of the Video Conferenced Parish Council Meeting held on Monday February 22nd 2021. Copies having been circulated, the Minutes were taken as read and approved as a true record for signature at a later date.

38/21 Local government reform The National Association of Local Councils (NALC) response was reviewed. The proposal by the District Councils to hold a local poll (referendum) on future of local government in Somerset is under consideration.

39/21 Insurance arrangements: The Council considered the 3 quotations. It was noted that the current supplier's premium is consistently much lower.

Resolution: To award a 5-year contract with option to review after 3 years should there be a significant change in the premium or policy. Unanimous.

40/21 The Council's Policies: The standing orders and financial regulations were reviewed; The complaints procedure was reviewed and having been previously circulated an enforcement policy and procedure for anonymous complaints were considered; The 2019 model disciplinary and grievance procedures, having been previously circulated, were considered. The model Equal Opportunities Policy, having been previously circulated, was considered. The policies under the General Data Protection Regulations and the Social Media Policy and Grants Policy were reviewed. It was noted that a new Code of Conduct is under development.

Resolution: The draft enforcement, anonymous complaints, disciplinary, grievance and Equal Opportunities policies were adopted as drafted. The standing orders, financial regulations, complaints procedure, General Data Protection Regulations policies, social media policy and grants procedure reviews were approved. Unanimous.

41/21 Resolution: The schedule of **direct debits** for the Council was reviewed and approved being the Information Commissioners Office, data protection registration fee; Sedgemoor District Council, Clerks Salary mileage and PAYE; Axe Brue Drainage Board, drainage rates. Unanimous.

42/21 The **expenditure incurred under the power of general competency** was noted as grant payments in 2020/21

43/21 Resolution: Subscriptions to other bodies were reviewed and having been considered within the budget were approved. Unanimous.

44/21 The Asset Register

Resolution: The asset register was reviewed and approved. Unanimous.

45/21 Community matters: RLT2 Funds and Outdoor Table Tennis Table The project was updated. Further costs due to additional digging for the site and to install safety railings will be met by the Management Committee and separate invoices have been sought. The final invoice will not be submitted until the table project is completed and the table will be gifted to the Committee when the invoice has been paid. **Badgworth Layby and anti-social behaviour:** Environmental Health see no practical way of resolving the problem as they have no powers to deal with people defecating in public places and no specific individual can be identified. The Clean Surroundings Team will visit and clean/remove what they can out of the hedges. They will also put up no fly tipping/littering signs to remind those using the layby, and can take action if they identify people fly tipping etc. The matter has been referred to Somerset County Council (SCC) for further advice. The Clerk is to follow up with SCC to find out what they propose. **Rights of Way Review** The guidance was reviewed, and no matters were raised for referral. **Return to face to face meetings:** The response from MP James Heapey and guidance from the Somerset Association of Local Councils was discussed; 2 Cllrs stated that they would not attend a face to face meeting in May.

Resolution: Hold the May meeting remotely before the 7th May to ensure the meeting was quorate. Unanimous.

Arrangements for the hire of the field in Badgworth. Further to a request to book the field as part of wedding arrangements for a Badgworth resident, the arrangements for the field and the conditions of hire were discussed. It was recommended that any hirer should be encouraged to have their own insurance cover. It was discussed that it was good to see the field being used in such a way by residents.

Resolution: Ratify the conditions of hire and arrangements with the management committee. To confirm that the sum of £15 is suitable as a fee.

The application to the **Somerset Climate Emergency fund** on behalf of Biddisham Hall was noted as unsuccessful.

46/21 Highways. Cllrs will inspect the **Tarnock Village Signs** and will report back to the Council; The following **temporary road closures** were noted: Quarrylands Lane from 27th April for 3 days; White House Lane, East Brent 10th to 21st May; **Rhyne on Doles Lane**, damage to the verge was discussed. Repairs have been made and Somerset Highways are now keeping a check the road surface; North Somerset and Somerset County Council are considering improvements to the A38 and 4 main points were reviewed. Edithmead Roundabout where it is proposed to add traffic lanes and an extra lane, Rooksbridge, where signs and lines will be added to deal with various junctions, Cross where a staggered junction is under discussion with a possible diversion of Cross Lane and improvements to the Strawberry Line cross over point. Cllrs discussed the speed limits through the Parish. It was felt that there was too much staggering, and the speed should be consistent at 40mph through to Rooksbridge. The Council will respond with this suggestion when the survey is received.

47/21 Jubilee Field and Memorial Field Jubilee Field: It was reported that the gate had come off its hinges, but had been rehung on one hinge. Cllr Vining is to make adjustments to the gate to ensure that it cannot be lifted off.

48/21 Crime report and policing update: No matters were reported. Crime figures in the Parish were updated.

49/21 Planning: The Planning Report was reviewed. Pre application correspondence regarding conversion of **The Barn Elms Farm** in Biddisham was discussed. Members advised that more information was required, however they generally supported the sympathetic repurposing of unused buildings. **Self build and custom Build Homes Supplementary Planning Document** members are to submit any comments to the Clerk before the 12th May. **Enforcement:** Correspondence from a resident about the outstanding enforcement at the Castle Mills site was discussed. A response from Development Management is awaited. The Clerk is to respond to the resident outlining the information that the Council has.

50/21 Correspondence: All correspondence was brought to the attention of the Council. It was noted that NALC will respond to a consultation which closes in mid-June on **rural broadband**. Cllrs will submit any evidence to the Clerk by 25th May; **Bus back better** The new government strategy was discussed, they will be raising awareness and seeking the involvement of supporters in the strategy. Gigaclear have asked for information on the landowner of **land at the meadows**. The Clerk is to respond with information on a local residence believed to be linked to the land. **Somewhere House** a charity based in Burnham, is looking for written support from the Council identifying need in the Parish. The Clerk is to write advising them to contact the local Village Agent who is likely to have more knowledge of this matter. The **Environment Agency** notified members of the weed cutting and spraying schedule.

51/21 Finance

- i. Having been circulated, the End of year accounts, the receipts and payments statement and income expenditure statement for 2020/21 and the April Financial statement were considered. Cllr Shaw confirmed the end of year and April bank reconciliation.

Resolution: To approve the end of year accounts, receipts and payments and income expenditure for 2020/21. To approve the April financial statement.

- ii. It was noted that the remittance for the first precept payment had been received.

- iii. The Payments Schedule was approved:

DD Clerks Salary and Mileage February £443.67

Chq 831 Jubilee Field lease £25

DD Clerks Salary and Mileage and payroll costs March £611.71

DD Drainage rates £4.19

Chq 832 Somerset Association of Local Councils Training £40.00

- iv. Grant requests: Contact magazine: The return to printing, the benefit to the community of the newsletter and the budget were discussed. St John The Baptist Church, Biddisham: the upkeep of churchyard, the lack of fund-raising activity during the pandemic and the budget were discussed.

Resolution: To award a grant of £100 to Contact magazine towards printing costs. To award a grant of £100 to St John The Baptist Church, Biddisham towards the upkeep of the churchyard.

52/21 Member's Points of Information: No matters were raised for discussion.

53/21 Items for the Parish Magazine/Social Media: No matters were raised for the next issue.

54/21 Date of next Meeting: 5th May 2021

Meeting Closed at 8.50pm

Signed F Body Chairman Date