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Minutes

Minutes of the video conferenced meeting of the Parish Council held on **Wednesday 5th May 2021** at 7pm.

Present

Cllrs Body (Chairman), Hipwell, Shaw, White, Wilkie and Vining. Also in attendance was the Parish Clerk, Mrs H Marshall. 1 member of the public was present.

55/21 Election of the Chairman: Councillor Body was proposed by Cllr Hipwell, seconded by Cllr Vining and duly elected by those present. Cllr Wilkie abstained. The Declaration of Acceptance of Office was signed and witnessed by those present.

56/21 Election of the Vice Chairman: Councillor Vining was proposed by Cllr Shaw, seconded by Cllr Hipwell and duly elected by those present. The Declaration of Acceptance of Office was signed and witnessed by those present

57/21 Apologies: County Cllr Filmer

58/21 Declarations of Interest None.

59/21 Dispensations: None

60/21 Minutes of the Video Conferenced Parish Council Meeting held on Monday **26th April 2021**. Copies having been circulated, the Minutes were taken as read and approved as a true record for signature at a later date.

61/21 Co-option to fill the vacancy for a Parish Councillor: Chairman Body welcomed the applicant. The applicant briefly introduced himself describing his interest in the community and answered questions from the Council. Mr Bowley was proposed by Cllr White and seconded by Cllr Vining. The vote to co-opt Mr Bowley was unanimous. The Chairman declared that Mr Bowley was duly appointed to the Office of Parish Councillor and welcomed him to the Council. It was agreed that Mr Bowley could sign the declaration of acceptance of office at a later date. Cllr Bowley will be sent the general notice of registerable interests to complete and agreed that his contact number could be made available on the Parish Council website. Cllr Bowley, having been previously sent the meeting documents, then joined the meeting.

62/21 County Councillor report: Cllr Filmer had submitted his report prior to the meeting. Matters included: Future Parish, Town and City Council meetings must be held in public, face-to-face; a Government consultation on allowing remote or hybrid meetings on a permanent basis; Road map out of lockdown and changes from 17th May; Coronavirus infection rates; Somerset Coronavirus Support Helpline: A single phone number continues to be available for anyone in Somerset who needs Coronavirus-related support. 0300 790

6275, is open seven days a week from 8am to 6pm; Vaccination programme roll-out; One Somerset: The government's public consultation ended on the 19th April; Motorcycle Road Safety: Somerset County Council's road safety team, have launched Raise your Ride; Primary School places; Care provider support; Kickstart work placements; Coastal Story Walks; Duke of Edinburgh Awards Scheme. A copy is held in the Minute Book.

63/21 District Councillor Report: None was received

64/21 Local government reform: It was noted that a local poll of all electors arranged by the District Councils will go ahead later this month. The poll, which will be independently run and verified, will take place from 18 May to 4 June with electors will be issued with a ballot paper and invited to vote by post or online. The District Council Leaders have written to the Secretary of State to inform him of the poll and ask that the result of the poll be properly considered as part of the decision-making process on the future of local government in Somerset.

65/21 The Committees, Groups and Officers of the Council were reviewed. Cllr Bowley accepted the role of Footpaths Officer. The update was approved.

66/21 The financial risk assessment and risk assessment for the open spaces

Resolution: The Financial and Recreation Area Risks Assessments were approved as drafted. Unanimous.

67/21 Community matters: Outdoor table tennis table, Badgworth, the grant claim has been submitted and the invoice payment has been sent. A memorial plaque was discussed, and a request will be made to install one.

Resolution: To gift the table to the Schoolroom Management Committee.

68/21 Highways. No updates have been received since the last meeting. The Council will respond to the consultation on the A38 when it is received.

69/21 Jubilee Field and Memorial Field, No matters have been raised in the inspections since the last meeting.

70/21 Crime report and policing update: No matters were reported. Crime figures in the Parish were updated.

71/21 Planning: The Planning Report was reviewed. No matters were updated.

72/21 Correspondence: All correspondence was brought to the attention of the Council. The following were also noted: The Friends of St John the Baptist Church Biddisham thanked the Council for the £100 donation for the upkeep of the churchyard; Hinkley Connection Project Spring update had been received; Somerset County Council noted new legislation coming into force this week to modernise marriage registration for the first time since 1837; MHCLG Electronic Communications Infrastructure Consultation, Councillors are to send any comments to the Clerk for submission by the close of the consultation on 21st May 2021.

73/21 Finance

- i. The May financial statement, having been circulated, was approved as a true record.
- ii. **Resolution:** The Internal Auditor's report was received, and the Council confirmed that they were satisfied with the extent of the Internal Audit, as it is carried out by an experienced and professional auditor.
- iii. The Council considered each question in Section 1 of the Annual Governance Statement, in accordance with the practitioner's guidance.

Resolution: The document was completed and approved and witnessed by the Council.

iv. Having been previously circulated the Council considered Section 2 of the Annual Governance Statement and the previously approved end of year financial statements.
Resolution: To approve the document. Section 2 was signed and witnessed by the Council.

v. **Resolution:** The certificate of exemption was completed and approved and witnessed by the Council.

vi. **Resolution:** The Payments Schedule was updated to include Chq 837 and 838 and was approved:

Chq 833 Insurance Premium £257.60

Chq 834 Rector and Church Wardens Biddisham Grant towards Churchyard upkeep
£100.00

Chq 835 Contact Grant towards printing costs £100

Chq 836 Clerks Expenses (phone & toner) £64.54

Chq 837 R Young Internal Audit £20.00

Chq 838 GB Sports & Leisure £2914.80

74/21 Member's Points of Information: it was noted that the census had a 97% response.

75/21 Items for the Parish Magazine/Social Media: New Councillor and role as Footpaths Officer, gift of table tennis table, to respect the designated footpaths across the countryside and to respect the landowners who maintain the fields.

76/21 Date of next Meeting: 28th June 2021 – Location to be confirmed.

Meeting Closed at 8.24pm

Signed F Body Chairman Date