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Minutes

Minutes of the annual meeting of the Parish Council held on **Monday May 23rd 2022** at 7pm at Badgworth and Biddisham Parish Hall, Biddisham.

Present

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

58/22 Election of the Chairman: Cllr Body was proposed by Cllr Vining, seconded by Cllr Hipwell and unanimously elected. The Declaration of Acceptance of Office was signed and witnessed.

59/22 Election of the Vice Chairman: Councillor Vining was proposed by Cllr Body, seconded by Cllr Shaw and unanimously elected. The Declaration of Acceptance of Office was signed and witnessed.

60/22 Acceptance of Office forms and interest forms. The documents were received.

61/22 Apologies: County Cllr Grimes.

62/22 Declarations of Interest None.

63/22 Dispensations: None

64/22 Minutes of the Parish Council Meeting held on Monday **11th April 2022**. Copies having been circulated, the Minutes were taken as read and approved as a true record.

65/22 County Councillor report: Cllr Filmer reviewed the election, including that new roles will be decided this week. The Small Improvement Scheme is progressing, siting issues are being resolved. Questions were asked and answered including that Cllr Filmer is still Chair of Planning. Recent correspondence regarding the speed of traffic, school children crossing the A38, and repainting the 40 roundels in Tarnock; and also, the need for traffic lights at Kingsway junction were raised. County Cllr Filmer is to investigate both matters.

66/22 Local government reform: County Cllr Filmer noted that the Scrutiny Committee will be in operation over the next 12 months.

67/22 The Committees, Groups and Officers of the Council were reviewed.

68/22 The policies of the Council including the Financial Regulations were reviewed.

Resolution: Cllr Shaw proposed that the Code of Conduct 2022 model be adopted. Cllr Hipwell seconded. Unanimously agreed.

Resolution: Cllr Hipwell proposed that version 2 of the 2018 Standing Orders, as currently addended be adopted. Cllr Body seconded. Unanimously agreed.

69/22 General Power of Competence: The eligibility requirements were reviewed.

Resolution: Having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order

2012, Badgworth Parish Council resolves to adopt the General Power of Competence from 23rd May 2022 until the next relevant Annual Meeting of the Council.

70/22 The financial risk assessment and risk assessment for the open spaces

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

It was agreed that due to the changes in regulations, Covid risk assessments will no longer be carried out.

71/22 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.

72/22 Resolution: The schedule of **regular payments** was approved: Clerks Salary and Mileage.

73/23 The **expenditure incurred under the power of general competency** was noted as grant payments in 2021/22

74/22 The insurance arrangements were noted as approved at the April meeting.

75/22 Resolution: Subscriptions to other bodies were reviewed and having been considered within the budget were approved as Somerset Association of Local Councils, Society of Local Council Clerks, CPRE and the Information Commissioners Office. Unanimous.

76/22 The Asset Register It was raised that the noticeboard in Badgworth may be replaced by the Schoolrooms Committee through grant funding. There was no objection, however it was proposed that an agreement should be made to clarify matters such as use, maintenance, access and arrangements should land ownership vary. Updates to the register were noted as the phone and printer.

Resolution: The draft asset register was approved. Unanimous.

77/22 Community matters: Tarnock signs: The Clerk is to contact Traffic Management to discuss the charges for supplying and fitting replacement signs; Jubilee events: The Council were delighted to learn that the **Jubilee fund application** was successful, and the funds will be passed on to the two committees organising events upon receipt of the grant.

78/22 Highways. The two matters raised by residents regarding traffic on the A38 through Tarnock and traffic lights at Kingsway will be investigated by County Cllr Filmer. The Clerk is to contact the police again regarding the installation of data gathering speed boxes in Tarnock.

79/22 Jubilee Field and Memorial Field, Jubilee Field: Fencing quotes: it was decided to defer a decision until an amended quote was received. The condition of the grass was discussed, the Clerk is to raise the matter at the February meeting to consider an extra cut prior to the start of the season. The goal posts were found to be sound, Cllr Hipwell is to write to the Badgworth circulation group requesting help with repainting the goal posts; outlet pipe, Cllr Vining is to investigate.

80/22 Crime report and policing update: No matters were reported. Crime figures in the Parish were updated.

81/22 Planning: The Planning Report was reviewed. No matters were updated.

82/22 Correspondence: All correspondence was brought to the attention of the Council.

83/22 Finance It was discussed that the Council phone needed to be upgraded as the 3G network will soon cease to operate, the Council approved the contract recommended by the Clerk which includes the purchase of a new **phone**.

- a The May **financial statement**, having been circulated, was approved as a true record
- b **Resolution:** The Internal Auditor's report was received, and the Council confirmed that they were satisfied with the extent of the Internal Audit.
- c The Council considered the questions 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.

- d 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.

- e **Resolution:** The certificate of exemption was completed and approved and witnessed by the Council.
- f **Grant requests** The Association of Local Councils guidance regarding financial assistance to the Church was reviewed and the request for a grant towards the maintenance of the churchyard by volunteers was discussed.

Resolution: To award a grant of £100. Agreed.

The work during the pandemic by Citizens Advice Sedgemoor was discussed including the need to support remote working. Information received from the village agent regarding referrals was reviewed.

Resolution: To award Contact magazine a grant of £50

Resolution: To award a grant of £50 to Citizens Advice Sedgemoor

A request from **CPRE** for further funding was not supported, the Council continues to subscribe to CPRE.

- g **Resolution:** The Payments Schedule was approved:
DD Sedgemoor District Council Clerks Salary, Mileage and payroll April £648.68
Chq 859 H Marshall Clerks Expenses (phone & printer) £155.58
Chq 860 H Johnson Tree planting and maintenance £100
DD Axe Brue Drainage Rates £4.39
Chq 861 Rector and Churchwardens Biddisham Churchyard Volunteers £100
Chq 862 Contact Grant towards printing costs £50
Chq 863 Citizens Advice Sedgemoor £50

84/22 Member's Points of Information: It was agreed to write to Her Majesty and congratulate her on her Platinum Jubilee.

85/22 Items for the Parish Magazine/Social Media: None

86/22 Date of next Meeting: 27th June 2022 at Badgworth Schoolrooms.

Meeting Closed at 9.20pm Signed F Body Chairman

Date