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Minutes

Minutes of the Annual Meeting of the Parish Council held on Monday **May 15th 2023** at 7pm at Badgworth and Biddisham Parish Hall, Biddisham.

Present

Cllrs Shaw (Presiding Chairman), Beynon, Hipwell and White. Also in attendance was the Parish Clerk. There was 1 member of the public present.

56/23 Resolution: Cllr Shaw was elected to Chair the meeting in the absence of the Chairman and Vice Chairman.

57/23 Election of the Chairman: Cllr Body was proposed by Cllr Hipwell, seconded by Cllr Shaw and unanimously elected.

Resolution: The Declaration of Acceptance of Office may be signed before the next meeting.

58/23 Election of the Vice Chairman: Councillor Vining was proposed by Cllr Beynon, seconded by Cllr Shaw and unanimously elected.

Resolution: The Declaration of Acceptance of Office may be signed before the next meeting.

59/23 Apologies: Cllr Body, leave; Cllr Vining, leave; Cllr Bowley, work commitment.

Resolution: The apologies were approved.

Somerset Cllrs Grimes and Filmer also gave apologies due to other meeting commitments.

60/23 Declarations of Interest None.

61/23 Dispensations: None

62/23 Minutes of the Parish Council Meeting held on Monday **17th April 2023**.

Copies having been circulated, the Minutes were taken as read and approved as a true record.

63/23 Somerset Councillor report: Cllr Filmer had submitted a report prior to the meeting which had been circulated. A copy is available in the Minute book. The £200 fuel payment will be investigated, and information circulated to the Parish.

64/23 The Committees, Groups and Officers of the Council were reviewed.

65/23 The policies of the Council including the Financial Regulations were reviewed.

66/23 The financial risk assessment and risk assessment for the open spaces

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

67/23 Resolution: The schedule of **direct debits** for the Council was reviewed and approved being the Information Commissioners Office, data protection registration fee; Axe Brue Drainage Board, drainage rates. Unanimous.

68/23 Resolution: The schedule of **regular payments** was approved: Clerks Salary and Mileage and PAYE.

69/23 The expenditure incurred under the power of general competency was noted as grant payments in 2022/23

70/23 The insurance arrangements: The contract was awarded in 2019 for 5 years, subject to there being no material change in the schedule. The renewal for 2023 was approved at the April meeting.

71/23 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.

72/23 The Asset Register

Resolution: The draft asset register was approved. Unanimous.

73/23 Community matters: Replacement of Biddisham Defibrillator three defibrillators were considered and compared; it was agreed that the CRPlus2usb model could also be used by children without special pads, and as the battery pack is separate from the pads ongoing costs could be lower. The warranty period and frequency of changing the battery were considered. Comparative quotes for the model were discussed.

Resolution: To purchase a CR Plus 2usb from AADeptford

To consider siting a **dog bin in Badgworth:** the local vet had been approached and generously offered to fund the supply and emptying of the bin. Various locations were discussed. It was agreed to circulate 3 possible locations to Badgworth residents for comment, and then to make a decision at the next meeting.

It was noted that thanks to a grant application by Badgworth Schoolrooms Committee, **new wooden noticeboards** will be installed in Badgworth and Biddisham in May. It was agreed that the old noticeboards were not fit to sell and could be given to a resident who had requested them for an art project.

74/23 Highways: request for a speed reduction scheme in Badgworth a response from traffic management about the proposed scheme was discussed, including guidance that the scheme may need to be funded by the Parish. The Council is to request that up-to-date speed readings are taken in the village before any commitment is made. The scheme will be discussed again when the results are received.

A request for help from a resident with drainage problems was reviewed. The Clerk is to ask Somerset Cllr Filmer for an update on the escalation.

75/23 Jubilee Field and Memorial Field, Jubilee Field: The inspection report noted that the grass was very long. The Clerk is to investigate the cutting schedule with the contractor. It was noted that strimming is not part of the contract and that the nets have been removed to improve the grass cutting.

76/23 Crime report and policing update: No matters were reported. Crime figures in the Parish were updated.

77/23 Planning: The Planning Report was reviewed. No matters were updated.

78/23 Correspondence: All correspondence was brought to the attention of the Council.

79/23 Finance It was noted that the Precept had been received.

a The May **financial statement**, having been circulated, was approved as a true record

b **Resolution:** The Internal Auditor's report was received, and there were no matters to report.

c The Council considered the questions in **Section 1 of the Annual Governance Statement.**

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** in accordance with 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.

- g **Resolution:** The Payments Schedule was approved:

I4 HMRC PAYE April £1.80

I5 Mrs H Marshall Clerks salary and mileage April £523.79

I8 Rector and Churchwardens of Biddisham Churchyard Upkeep Grant £100

i9 Somerset Council Clerks Salary, Mileage and payroll charges February and March £1252.82

i10 R Young Internal Audit £20

80/23 Member's Points of Information: It had been raised with the Council that a sign had been erected on a verge in Badgworth. The Clerk is to investigate.

81/23 Items for the Parish Magazine/Social Media: None

82/23 Date of next Meeting: 19th June 2023 at Badgworth and Biddisham Parish Hall, Bristol Road, Biddisham. The dates for the coming year had been circulated.

Meeting Closed at 8.27pm Signed F Body Chairman

Date 19th June 2023