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Minutes

Minutes of the Annual Meeting of the Parish Council held on Monday **May 20th 2024** at 7pm at Badgworth and Biddisham Parish Hall, Bristol Road, Biddisham.

Present

Cllrs Body (Chairman), Beynon, Hipwell, Shaw, Spooner and Vining. Also in attendance were Somerset Cllrs Filmer and Grimes, PCSO Nathan Chard and the Parish Clerk. There were no members of the public present.

Open Forum

PCSO Chard introduced himself and reviewed his background. It was discussed that he will be holding beat surgeries in the Parish, either in a hall or a van in the hall carpark; Councillors discussed their concerns within the Parish including the Tarnock Compound.

51/24 Election of the Chairman: Cllr Body was proposed by Cllr Shaw seconded by Cllr Vining and unanimously elected.

Resolution: The Declaration of Acceptance of Office was duly signed, and witnessed by the Clerk.

52/24 Election of the Vice Chairman: Councillor Vining was proposed by Cllr Hipwell, seconded by Cllr Beynon and unanimously elected.

Resolution: The Declaration of Acceptance of Office was duly signed, and witnessed by the Clerk.

53/24 Apologies: Cllr White, Covid.

Resolution: The apology was approved.

54/24 Declarations of Interest None.

55/24 Dispensations: None

56/24 Minutes of the Parish Council Meeting held on Monday **15th April 2024**.

Copies having been circulated, the Minutes were taken as read and approved as a true record. **Minutes** of the Parish Council Planning Committee Meeting held on Wednesday **28th February 2024**. Copies having been circulated, the Minutes were taken as read and approved as a true record.

57/24 Somerset Councillor report: Cllr Filmer gave a report including the following matters: redundancies; reviewing the waste contract due to increasing costs; results of department savings; an appeal for volunteer drivers as numbers fall by 2/3rds since Covid. Questions were asked and answered including: confirmation that waste collections are a statutory duty; that Local Community Networks should not be driven by a central agenda; concerns were also raised over the high estimated cost to parishes of the proposed highways stewards; The Council is to copy Cllrs Filmer and Grimes into any correspondence on the speed limit along the A38; It was noted that the transport portfolio holder is R Wilkins. Cllr Hipwell requested that the Parish Council's highways priorities should be agreed at the next Parish Council meeting to inform the next highways committee.

58/24 The Committees, Groups and Officers of the Council were reviewed.

Resolution: To remove Cllr Hipwell as signatory. To add Cllrs Beynon and Spooner to the bank account as signatories.

59/24 The polices of the Council including the Financial Regulations were reviewed. The new model Financial Regulations will be reviewed at the June Meeting.

60/24 The financial risk assessment and risk assessment for the open spaces

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

61/24 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.

62/24 Resolution: The schedule of **regular payments** was approved: Clerks Salary and Mileage; PAYE and payroll.

63/24 The expenditure incurred under the power of general competency was noted as grant payments in 2023/24

64/24 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 2024 was approved at the April 2024 meeting.

65/24 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.

66/24 The Asset Register

Resolution: The draft asset register was approved. Unanimous.

67/24 Biodiversity duties were reviewed. It was noted that the fields are maintained appropriately for use by the community. Bird and bat boxes are being investigated for the Jubilee field. A tree has been planted in the Memorial field. Cllr Spooner is drafting a proposal for the Jubilee Field to accord with the lease conditions. A biodiversity policy will be considered at the next meeting.

68/24 Matters arising from the Minutes: Members were satisfied that the **dog bin** had been well publicised and had not received any negative comments. A letter of thanks and support was noted.

Resolution: To purchase an installed bin from Somerset Council if available in green. Otherwise, to consider quotes for a green dog bin at the next meeting. It was noted that the hall committee will install the portrait of the King in the hall.

Resolution: To upgrade the website to ensure ongoing support, as budgeted.

69/24 Green Matters: Cllr Spooner reviewed the cross party Climate and Nature Bill

Resolution: To sign support for the bill

70/24 Community Matters: Local Community Networks: The Council should continue to attend the LCNs and sub committees. **It was noted that** a possible fault had been notified on the Badgworth Defib by the manufacturer. Cllr Beynon immediately investigated and reported that the machine is in working order.

71/24 Highways: It was noted that **the 40mph speed limit on the A38 has been extended** for at least a year to enable National Grid works to go ahead. The Council had arranged an urgent cut of the visibility splay at Badgworth junction, a resident cut the grass in the meantime. It was noted that residents had raised concerns about a van using Doles Lane, which may have been attempting to fly tip.

72/24 Jubilee Field and Memorial Field, Jubilee Field:

Resolution: to install a '**kissing gate**'. Quotes will be considered at the next meeting.

It was noted that the landowner adjacent to the Jubilee field had agreed to install a kissing gate, following complaints about access due to fencing reinstatement. The Council had arranged for a gate to be provided by Somerset Council rights of way department.

73/24 Crime report and policing update: No matters were reported. Crime figures in the Parish were updated.

74/24 Planning: The Planning Report was reviewed. New Application 03/24/00005, Alterations to conservatory roof, changes to the fenestrations on West and North elevations, and insertion of 3 no. rooflights, Meadowside Lodge, Biddisham Lane, Biddisham was noted. It was noted that a CIL payment of £505.50 had been received following development in the Parish. Members raised concerns over completion of an access required under planning permission 03/21/00016. The Clerk is to report the concerns.

75/24 Correspondence: All correspondence was brought to the attention of the Council. A card had been received from the king thanking the Parish for their kind words over his illness; a rights of way survey was discussed, the Clerk is to submit the response.

76/24 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.
- f **Request for a grant** from West Monkton Parish Council towards the Poppy of Honour National Memorial was discussed.
Resolution: The request was not supported.
- g **Resolution:** The Payments Schedule was approved:

I55 Churchyard Upkeep Grant Rector and Churchwardens of Biddisham £100

I56 Insurance Premium Zurich Municipal £300

DD Drainage Rates Axe Brue Internal Drainage Board £4.85

I57 Hall Hire Badgworth and Biddisham Parish Hall £250

I58 Internal Audit R Young £20

I59 Clerks Expenses (Phone) H Marshall £38.52

I60 Clerks Salary & Mileage H Marshall £456.38

I61 PAYE HMRC £110.40

77/24 Member's Points of Information: Concerns were raised about parking in Badgworth on cubs/scouts evening. Cllr Beynon is to speak to the Church warden

about using the parking area by the Church. A damaged bridge on Biddisham Lane was discussed as stone had been reported as missing. Cllr Vining agreed that the bridges team may contact him to discuss the water levels in the watercourse and any stone that may have fallen in.

78/24 Items for the Parish Magazine/social media To include an item to remind residents of the responsibility to cutback hedges and overgrowth from their property; to publicise the need for volunteer drivers for Somerset Council.

79/24 Date of next Meeting: Parish Council Meeting 17th June 2024 Badgworth and Biddisham Parish Hall.

Meeting Closed at 9.27pm

Signed

(Chairman)

Date 17.6.24