

SHEPTON BEAUCHAMP PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Held on Monday 19th October 2020 at 7:30 pm

Held remotely using Zoom software (due to the Coronavirus pandemic)

Councillors present: Nigel Wylie Carrick (Chairman)
Andrew Rowswell
Sarah Brunt
David Bourn

Richard Martin
Angie Joy
Ed Wakely

In attendance: Stella Davies - Clerk

District/County Councillors in attendance: SCC Cllr Adam Dance and SSDC Cllr Crispin Raikes
Cllr Dance reported that BANES and North Somerset have been invited to bid for the Unitary Authority, which could mean Somerset could become the biggest unitary authority in the country. He also mentioned the proposal to make changes to the schooling system in Somerset, which was going to County Hall this week.

Cllr Raikes reported that time had been spent looking at One Somerset and Stronger Somerset bids for the unitary authority. There had also been a briefing on the Planning White Paper, which could result in less local control. Cllr Wakely asked what the Police were doing about rural crime which had spiked recently with the theft of farm machinery. Cllr Raikes will look into this and report back to the council. Cllr Wakely also asked about the road markings from the Lopen direction on the South Petherton roundabout as they were not well defined. Cllr Raikes will write to the Highways Agency about this.

Ser Item

406. To receive apologies for absence and to approve the reason given (LGA 1972, s85(1))
Apologies received from Cllr Lillywhite who has work commitments. The Chairman reported that Cllr Finlay had sent a letter of resignation.

Resolved. To accept and approve the apologies given.

407. Declarations of interest – Members to declare any interest, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord with the Localism Act s33 (b-e). (NB this does not preclude any later declarations)

There were no declarations of interest

408. To approve as a correct record the minutes/decisions of the Parish Council Meeting held remotely on Monday 21st September 2020 (LGA 1972, sch 12, para 41(1)). To be signed at the next convened meeting.

Resolved. That the minutes of the Parish Council meeting held remotely on Monday 21st September be approved and signed as correct by the Chairman at a later date.

409. Finance. To review the external AGAR report from PKF Littlejohn
The Clerk reported that she would post the Notice of Conclusion of Audit and the certified AGAR on the Notice Board and Website before the 30th November for a period of 14 days.
For information only

410. Finance. To receive and approve the six-month budget report.

Resolved. That the six-month budget report be approved.

411. Finance

To review the Bank Reconciliation to 25th September 2020 (previously circulated). To be signed at the next convened meeting.

To approve payments:

Chq 638	SLCC – Membership Fee Clerk	£109.00
Chq 639	SLCC – CiLCA exam fees	£350.00
Chq 640	Truvelo – Speed Indicator Device	£1,920.00
Chq 641	PKF Littlejohn – external audit	£240.00
Chq 642	SALC – Councillor essentials training	£25.00
Chq 643	PATA (UK) – payroll charges Sept	£7.75
Chq 644	S Davies – salary & expenses	£609.80
Chq 645	SALC – affiliation fees SALC & NALC	£196.81
Chq 646	SSDC – Ranger June, July & Aug	£1,971.36

Resolved. The Bank Reconciliation was approved and will be signed by Cllr Martin at a later date. Payments approved and cheques issued.

412. Finance

To review the Financial Regulations first adopted in October 2019

Resolved. To amend section 4.5 and increase the limit of expenditure to £900, to allow for payments for the Ranger to be made to prevent the disruption of services.

413. To approve the purchase of Arnold Baker 12th edition Local Council Administration

as a reference book to support studies for the CiLCA qualification and also to use as a legal resource for the council. The cost for SLCC members is £119 (non-member price £147.99)

Resolved. To approve the purchase of Arnold Baker 12th edition Local Council Administration.

414. Report from Clerk/RFO.

The Clerk reported that the accessibility statement is now on the website and the website company had adapted the website to meet the requires standards. There is now a wheelchair icon on the left-hand side of all website pages which enable various things to be changes, such as size of text and colour.

The latest Agenda and minutes on the website now adhere to the new regulations, but she still has to amend all the current policies.

She is still chasing Greenslade Taylor Hunt regarding the £25 invoice for the rent of the slope.

For information only

415. Reports.

Highways

Cllr Rowsell reported that the 30mph sign was now visible and had now been repaired and that Highways had been contacted regarding the road markings outside the pub and at the top of Robins Lane and also some potholes outside the village hall.

Cllr Martin reported that he looked at the drains in Silver Street and produced a detailed plan which was sent to Highways, but they could not identify them from the plan and so he has arranged to meet with them to show them the drains concerned. He will also mention the blocked drains outside the Old Bakery and the one at the bottom of Love Lane.

Action – Cllr Martin

Lethbridge Recreational Ground Committee

Cllr Wylie Carrick reported that the notice boards round the MUGA and the entrance had been re-posted.

Environment

Cllr Joy mentioned that the pre-school had restarted collecting their items for recycling. It was thought we should wait to see what additional items would be taken in our general recycling, before pursuing a central location in the village as a collection point, but this could be discussed in the village plan.

Ranger

Cllr Martin reported that he had emailed the Ranger about the pavements in Middle Street and clearing the vegetation around the drains in Silver Street. He will speak to the Ranger when he comes on Tuesday. The Cowleaze group had asked if the Ranger could be used to clear around the stream.

Allotments

The Clerk reported that all allotment rents had been received.

Cowleaze

Cllr Bourn reported that there had been three activities during the month: Apple Juicing; outdoor work of art from the Primary School; wild flower seeding in a grassland area. There is a potential problem on the stream under the old willows, which is getting choked and blocked again and needs clearing before it floods again onto the pathways.

Footpaths

Nothing to report.

For information only

416. Climate Emergency Community Fund

To consider the council's response to the Climate Emergency, in particular to review the Parish's response to:

- a) To consider the establishing of a Shepton Beauchamp Climate Emergency Working Group to consider which suitable options/projects to action in support of Somerset Climate Emergency Strategy
- b) To consider including Climate Emergency section within the Neighbourhood Community Plan to reduce and offset our carbon emissions significantly within the next 5-10 years
- c) Identify key partners and participants
- d) The submission of an application to the County Council's Climate Emergency Community Fund 2020-2021 for a minimum grant of at least £5,000 in order to conduct a feasibility study

Resolved. (a) To establish a Shepton Beauchamp Climate Emergency Working Group to include members of the village. It was suggested that this be mentioned in the Web Magazine and on Facebook.

Action – Parish Clerk & Cllr Martin

Resolved. (b) To include a Climate Emergency section within the Neighbourhood Community Plan.

Unresolved. (c) and (d) Cllr Wylie Carrick to contact the Community Emergency for Rural Areas to see our options if we joined with other Parish Councils to apply for funding and report back at the November council meeting. **Action – Cllr Wylie Carrick**

417. Somerset County Council Community Snow Warden Scheme

2019/20 Grit Boxes. To confirm if grit boxes are full or if SCC need to supply more grit before the winter.

Resolved. We have a store of road grit available to see us through an average winter. Cllr Finlay confirmed although he is stepping down from the Parish Council, he will continue to check and re-fill the grit bin. The Clerk will check the grit bin outside the village hall.

Action - Parish Clerk

418. Parish Online

To resolve the purchase of 'Digital Mapping for Parish Councils' (for further information see <https://www.parish-online.co.uk/> prior to the meeting) for £70 p.a.

Resolved. To purchase the Digital Mapping for Parish Councils. The Clerk to circulate details of the next webinar from Parish Online on 21st October. **Action – Parish Clerk**

419. Telephone Box Library

To discuss the shelving to go into the phone box 'library' in order for it to be stocked with books. One quotation has been received for £120 (see financial Refs 11.1(h) regarding quotations). To resolve to spend £120 for the bookshelves including labour

Resolved. To spend up to £120 including labour.

Action – Cllr Joy

420. The Ranger

To review the list of tasks for the Ranger.

Resolved. The tasks of the Ranger were reviewed and it was agreed that they remain the same. Cllr Martin will ask him to clear the pavement on Middle Street and the weeds around the water pump.

Action – Cllr Martin

421. SID update

To update the council on the purchase of SID CR30 from Truvelo for £1,920.00 (Inc VAT)

Cllr Wylie Carrick reported that the SID will be delivered on 29th October. SCC have said that we cannot use existing light or telegraph poles to sight the SID, but use a pole which SCC would supply at a cost of £200 each. We may also need to spend £300 - £500 to get someone accredited to work on the highway, before they could fit the SID. Cllr Wylie Carrick will complete an agreement/contract which is required by the highways department. He will also raise with the council the amount required for the accreditation and find out how often this needs to be renewed and also contact Adam Dance for his opinion and report back at the next meeting

Action – Cllr Wylie Carrick

422. NALC consultation on Planning White Paper

To review the consolidated comments on the NALC paper.

Resolved. The comments should be submitted to NALC. Where there was a conflict between Yes/No in any answer, this should be replaced by 'Not Sure'.

Action – Parish Clerk

423. What 3 Words

To review the e-mail sent and decide if we want to use this facility on our website and also publicise it for the local community.

To be carried forward to the November meeting

424. Staffing Committee

To ratify the decisions taken by the Staffing Committee:

- Parish Clerk salary budget proposal for Financial Year 1921/22
- Parish Clerk appraisal report

Resolved. The Budget proposal for Financial Year 1921/22 and the Parish Clerk appraisal report were approved.

425. Annex A – Deferred items register

One item has been completed from the deferred items register

426. Annex B – Official correspondence received

School Structure changes have been received and this will be discussed at the November meeting.

Meeting closed: 9.30 pm