

SHEPTON BEAUCHAMP PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Held on Monday 26th April 2021 at 7:30 pm

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

Councillors present: Cllr Nigel Wylie Carrick (Chairman) Cllr Claire Lillywhite
Cllr David Bourn Cllr Angie Joy
Cllr Andrew Rowswell Cllr Ed Wakely
Cllr Rev Geoff Wade

In attendance: N/A

Members of the public: Stella (Clerk)

District/County Councillors in attendance: SCC Cllr Adam Dance (from 7:49 pm (Item 499)
SSDC Cllr Crispin Raikes (from 7.30– 7:52 pm)

Cllr Raikes reported on the resignation of the SSDC CEO, Mr Alex Palmer to take up an appointment as a District CEO in New Zealand wef July 21.

Cllr Dance reported that the Council is now in purdah period for the local elections. He had circulated the latest Covid Update. He will be attending the next full council meeting on Wed 28 Apr.

Ser Item

506 To receive apologies for absence and to approve the reasons given Clerk/RFO (LGA 1972, s85(1))

Apologies were received from Cllr Sarah Brunt (work) and Cllr Richard Martin (meeting)

Resolved. To accept and approve the apologies given.

507 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)

None Declared

508 To approve as a correct record the minutes/decisions of the Parish Council Meeting held remotely on 15th March 2021 (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 on Monday 15th March be approved and be signed by the Chairman at a later date.

509 Planning Application 21/00568/FUL Land OS 2689 Sheepway

The erection of a 1.5 storey 3-bedroom dwelling with integral garage and associated access

Resolved. There were no objections. The Clerk to submit the response by 28 Apr.21.

Action – Clerk/RFO

510 Finance

To review the Bank Reconciliation to 31st March 2021 (previously circulated).

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

To approve the schedule of payments totalling £1,488.91

Resolved. Payments were approved and the Clerk to make payment as required.

511 Reserves at end of FY 2020-21

To approve the allocation of reserves as submitted

Resolved. Reserves were adjusted as follows:

	Last F/Y	This F/Y
Earmarked reserves:	FY 2019/20	FY 2020/21
MUGA	7,500.00	8,000.00
Village Plan 2020	11,859.34	12,690.15
Lethbridge Pavilion	11,859.34	12,690.16
	31,218.68	33,380.31
General reserve	15,000.00	15,000.00
Total reserves	46,218.68	48,380.31

512 Incremental Pay Rise Subject to a satisfactory performance review, to approve the increase in pay for the Clerk/RFO by one increment to point 21, backdated to 1st April (as per contract section 9.2)

Resolved. It was resolved to increase the Clerks spine point from SP 20 to SP 21 and backdated to 1 Apr 21.

513 To appoint a temporary Proper Officer and RFO

To resolve to appoint a temporary Parish Clerk and RFO whilst the existing Parish Clerk/RFO is unable to undertake her duties.

As the 4 May Parish & Council Meeting Agendas had already been issued and all finances were up to date, responsibility of the temporary clerk was limited to checking e-mails and minutes. The Clerk remained available for verbal advice. There were two options, appoint a temporary Clerk and RFO or use the Council insurance (up to £250 pw for 10 weeks) to hire a qualified temporary Clerk and RFO.

Resolved. It was agreed for the following councillors act as temporary Clerk and RFO for the periods shown:

Cllr Wylie Carrick 12 Apr – 3 May 21

Cllr Martin 3 May – 24 May/7 June

514 Feedback from pre-school EGM. (For information only)

Following the announcement that the Bath & Wells Multi Academy Trust would not take on the running of the Pre School, Cllr Wylie Carrick and Cllr Wade attended the Pre School Emergency General Meetings (EGM) held on 22 and 29 March to determine the future of the pre-school, namely to prepare for a planned closure or to form a new committee to take on the responsibility for keeping the school open. It was made clear at the first meeting that on current pupil numbers (five) the school faced a deficit of £4,269 rising to £6,496 by December 2021 for which the committee would be liable. The parents requested further time to re-examine the composition of a new committee, the pre-school structure and its curriculum and finances. At the second EGM it concluded that whilst a new committee could be found, without fifteen pupils enrolled they would be unable to improve the financial outlook of the pre-school. The parents voted for the existing committee to proceed with a planned closure of the pre-school which would close at the end of term in July 2021. The committee would sit in April 21 to look at closing the school, ensure their staff redundancy package and apply for a sustainability grant to ensure all costs were covered due to the planned closure.

515 Car Parking within Shepton Beauchamp

To resolve if any action is required with regard to cars parked too close to junctions

Not resolved. Item deferred to 21 June 21.

516 MUGA white lining

To resolve if the white lining on the MUGA should be repainted and who should be contacted for quotations.

Resolved. Prior to the meeting Cllr Wylie Carrick had contacted the Chairman Lethbridge Recreational Ground, Mr Bruce Barton, who had agreed to arrange for the cleaning and marking of the MUGA. He would present quotes to the council for agreement

517 Review of allotments

To resolve what action needs to be taken concerning the allotments.

There was a wide ranging discussion on the allotments covering; Allotment occupation; condition of allotments; waiting lists and the merits of joining the National Allotment Association (NAS). Cllr Wylie Carrick put forward the following proposals:

Proposal One. The Parish Council to follow the NAS guidelines and to join the NAS as a Parish Council member at £55+VAT annual membership.

Resolved. Whilst the Council were happy to follow the NAS guidelines it was considered unnecessary for the Council to take out NAS Annual Membership.

Proposal Two. When conditions allow, to hold an Allotment Holders Meeting (date in late Jun/Jul) to raise the following issues; Creation of a Shepton Beauchamp Allotment Society; allotments holders to take NSAS Annual Membership; re-write of 2011 Allotment rules following NAS guidelines; Allotment sizes and Annual Rent;

Resolved. Agreed. The Clerk to draft a letter for Council approval and to be sent to all allotment holders.

Action – Parish Clerk

Proposal Three. The Council to issue a formal Warning Notice giving 28 days' notice to be sent to the three allotment holders whose allotments are not cultivated. If no visible improvements have been made within 28 days, the council reserves the right to issue a formal year's Notice to Vacate the Allotment in either April or September.

Resolved. Agreed. The Clerk to draft a letter for Council approval and to be sent to the relevant allotment holders.

Action – Parish Clerk

Proposal Four. A request has been made for grass cutting around allotment edges to be undertaken by the ranger or other grass cutting services.

Resolved. Not agreed. The council undertook to cut the footpath on the West side and the main allotment path on the East. Allotment holders remain responsible for maintaining their own paths within their respective allotment plots.

518 Somerset Day Event Pack

To resolve on action required for celebrating Somerset Day 9 - 11 May 2021

Resolved. The Events Team had published on Facebook encouraging the community to display Somerset bunting. The Somerset Flag will be flown from the Church Tower. Somerset 2022 to be considered in March 22 Council Meeting.

519 Climate Emergency Working Group (CEWG)

To receive and consider the CEWG report and three recommendations and resolve what further action is required

Following the unsuccessful bid for a £10,000 Climate Emergency grant to conduct a baseline Climate Change Mitigation Plan, Cllr Bourn (Chair SB Climate Emergency Working Group) updated the Council on the recommendations of the Working Group and made three proposals;-

Proposal One. To distribute a brief questionnaire survey of all households in Shepton Beauchamp via the Web Magazine, Facebook and website as soon as possible to assess interest in options to reduce carbon emissions. See draft questionnaire attached.

Resolved. Agreed. Cllr Bourn to obtain a quote for the printing of an A4 coloured leaflet, folded to A5 for 380 residential properties, to cost not more than £100.00

Action – Cllr Bourn

Proposal Two. To hold a summer event in Cowleaze Meadow in July/August to promote awareness of the impacts of climate change and reducing carbon based energy consumption.

Resolved. Agreed. Cllr Bourn to liaise with the Events Team for a Carbon Neutral Picnic in Cowleaze at a date to be confirmed (post lockdown restrictions in July/Aug), with no plastics, and Climate Change activity promotion stands.

Action – Cllr Bourn

Proposal Three. Somerset Waste Partnership (SWP)'s 'Recycle More Programme' should be endorsed and actively promoted.

Resolved. The following action was agreed:

- SWP 'Recycle More Newsletter 1' & SWP Poster 'Recycle More is coming to You' to be circulated to WI, website and Facebook and PC Notice Board
- Cllr Bourn to obtain a quote for the printing of an A5 coloured leaflet, for 380 residential properties, to cost not more than £70.00 for publication in the Web Magazine.
- Clerk to apply for sample SWP 'Bluebags' to be sent to Cllr Geoff Wade and Cllr Angie Joy.

Action – Cllr Bourn

Action – Clerk/RFO

520 Reports. To receive updates from councillors:

Highways – Nothing to Report.

Lethbridge Recreational Ground Committee (The Rec) – Cllr Joy enquired who was the point of contact for the Rec. Cllr Wylie Carrick confirmed that although Innis Finlay had resigned from the Council, he remained the liaison representative however as Chairman he has regular contact with the Rec Chairman Mr Bruce Barton.

Environment – Nothing to Report.

Ranger – Cllr Martin submitted a written comment that the Ranger is carrying on regular work list. If there is anything specific please inform Cllr Martin.

Allotments - Nothing to Report

Cowleaze – Cllr Bourn confirmed work on tidying Cowleaze was on going. The Cowleaze Committee was arranging for a new 'Dog Free Zone' notice to be erected.

Footpaths - Nothing to Report

For information only – No resolution required

521 Annex A – Deferred items register – update

Cllr Rowswell asked whether Annexes A and B served any useful purpose. The Clerk confirmed that both Annexes were of use to the clerk in maintaining a record of decisions to be followed up, but suggested items could be removed at the three month point. The Chairman commented that as Council decisions should not be overturned or revisited until after six months had passed, and recommended the six month point should be retained as an available check list.

Resolved. It was agreed Annexes A and B should continue in their present form. Councillors were asked to review Annexes A & B and inform the Clerk of any changes.

522 Annex B – Official correspondence received – review

The Chairman highlighted the following recent correspondence received:

- Call for Evidence: Remote Meeting and encouraged councillors to respond direct to SSDC.
- NALC Response to the Government consultation for the Reorganisation of Local Government.
- DCMS Rural Broadband Consultation

Resolved. Clerk to send to all Councillors for their info/action as required.

Action – Clerk/RFO

Date of next meetings: Tuesday 4th May 2021
6.30 pm Annual Meeting of the Parish
7.30 pm Parish Council Annual Meeting

Meeting closed: 8.50 pm