

SHEPTON BEAUCHAMP PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Held on Monday 21st November 2022 at 7.30 pm
In the Village Hall, Middle Street, Shepton Beauchamp TA19 OLQ

Councillors present: Cllr Nigel Wylie Carrick (Chairman) Cllr Sarah Brunt
Cllr Andrew Rowswell Cllr Clare Lillywhite
Cllr Ed Wakely Cllr David Bourn
Cllr Tim England Cllr Nick Howard

In attendance: Stella Davies (Clerk)

Members of the public: There were no members of the public

District/County Councillors in attendance: There were none in attendance. SCC Cllr Adam Dance and
SCC Cllr Jo Roundell Greene sent their apologies

Ser Item

799. To receive apologies for absence and to approve the reasons given (LGA 1972, s85(1))
Apologies were received from Cllr Joy (other commitments)
Resolved. To accept and approve the apologies given

800. 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

801. To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 17th October 2022 (LGA 1972, sch 12, para 41(1))
Resolved. That the minutes of the Parish Council meeting held on Monday 17th October be signed as correct.

802. Grant Application
To review the grant application received from Shepton Beauchamp Events Team and resolve whether to give a grant of £626.82
Resolved. It was agreed unanimously that the grant to cover their insurance costs of £626.82 be given to the Events Team.

803. Funding for Senior's Christmas Meal
To update the Parish Council on the situation to date and to resolve if the Parish Council is willing to contribute towards the costs if necessary.

In the absence of Cllr Joy, the Clerk reported on her behalf that the costs of putting on the Senior's Christmas Meal would be in the region of £200 - £250. She had asked SSDC for funding, but had not yet heard back. Cllr Brunt mentioned that for future years Cllr Joy could approach the Shepton Beauchamp Charity Trust.

Resolved. That the Parish Council will pay for the costs if there was no response from SSDC and requested that Cllr Joy is sent a grant application form to complete. **Action – Parish Clerk**

804. Play equipment inspection

To resolve that an additional £50 + vat can be spent to allow a member of the Recreation Field Committee or Parish Council to be present when the inspection is carried out.

Cllr England mentioned that next year Ilminster Open Spaces were going to put some of their team through training to carry out play equipment inspections and may be available to inspect equipment in neighbouring parishes at a more competitive cost.

Resolved. That an additional amount of £50 + vat be spent to allow a member to be present at the inspection.

805. Recreational Field Advisory Committee inaugural meeting *for information only*

Cllr England updated the council on the first meeting. There was good attendance and some volunteers were going to look at the play equipment prior to the inspection. From a handover perspective we know where all the keys are. The handover is still in transition. The 100 club is going to run in its present form until 1st April 2023. We may lose some members moving forward as payment will need to be by cheque or Standing Order, but hopefully we may gain some new members. One of the benches was going to be repaired. Regarding the future for the Pavilion, the Recreation Committee asked if the Parish Council could put options to the villagers as part of a village consultation. The Parish Council thought that a consultation about the village hall and the Recreation Ground would be a good idea and this could be carried out via an-line survey and on paper, as we have done for past questionnaires. Cllr England and Cllr Wylie Carrick will meet to produce a draft survey for discussion at the next Parish Council meeting.

Action Cllr England/Cllr Wylie Carrick

It was mentioned that the electrics need to be looked at and also a more effective way of heating the water for the showers, in view of the escalating energy costs. Cllr England mentioned that there may be funding available from the Football Association.

Cllr England said that we could consider money-raising events for the future to generate more income.

MUGA - Cllr England mentioned that Ilminster Youth Football Club are trying to find a MUGA pitch for their Under 7s team to use for an hour once a week. They were happy to pay £10 an hour, so this could be potential income. We need to work out how people can access the tokens and how much we are going to charge first. It was generally thought that £10 an hour was a fair charge (i/e/ £5 per token). The Clerk needs to work out the exact usage cost as the current charges have been the same for many years.

Action – Parish Clerk

Cllr Lillywhite mentioned that our CIL monies could go towards the Recreation Field improvements.

806. Recreation Field – No parking sign for wooden gates

To resolve to approve a maximum spend of £50 for a sign to put on the gate so that emergency vehicles can access the area if necessary.

Resolved. That a maximum amount of £50 be spent for a sign to be put on the gate.

807. Recreation Field play equipment & gate repairs

To resolve to approve a maximum spend of £75 excluding vat for a replacement swing seat and materials to mend the gate.

Resolved. That a maximum amount of £75 excluding vat be spent.

808. Recreation Field Advisory Committee Terms of Reference TOR v2

To resolve to approve and adopt the Terms of Reference v2 for the Recreation Field Advisory Committee

Resolved. That the Recreation Field Advisory Committee Terms of Reference V2 be approved and adopted.

809. Appointment of internal auditor

To review the options available and resolve to appoint an internal auditor for the accounts FY 2022/23
Unresolved. The council thought that the extra cost was quite high and asked that the auditor recommended by the Clerk provide more information as to what extra services she provides that we do not get from our current auditor before a decision is made and report back to the December meeting.
Action – Parish Clerk

810. Online Banking

To review the options available and resolve whether to move to online banking and which bank to use
Resolved. That the council move to the bank recommended by the Clerk (Unity Trust Bank) and that on-line banking is set up with them.
Action – Parish Clerk

811. Publication Scheme v2

To resolve to approve and adopt the amended version (v2)
Resolved. That the Publication Scheme v2 be approved and adopted and the review date set to May 2024.

812. Risk Assessment v3

To resolve to review and adopt the amended version (v3)
Resolved. That the Risk Assessment v3 be adopted and the review date set to May 2023

813. National Pay Award – backdated to 1st April 2022

To approve the National Pay Award for the Clerk/RFO backdated to 1st April 2022
Resolved. The National Pay Award was approved.

814. Finance

To review the Bank Reconciliation to 31st October 2022 (previously circulated).
To approve the schedule of payments totalling £2,715.20 (previously circulated)

Resolved. The Bank Reconciliation to 31st October was approved and signed as correct by a non-bank signatory. The payments were approved and cheques issued.

815. Report from Clerk/RFO. for information only

The Clerk reported that another allotment holder had given up their allotment.

She had been asked to cost some more poo bins but had contacted SSDC who said that if we had any additional bins, it's very unlikely that they would be emptied as the rounds are at full capacity and they are looking at ways to streamline the service.

She contacted SCC about gully cleaning and was told that they were done on a two-yearly basis. They said that the silt trap cleaning was due to start at any time, but that if we had specific areas of concern let them know as they did not have the budget to do the whole of the village. She told them all 3 needed doing, but particularly the ones on Great Lane.

She contacted SCC again last Friday after the recent rain and asked for someone to clear the mud and leaf debris and asked them to let her know when they were coming, so that cars could be moved, but has heard nothing. Cllr Wylie Carrick said that the road sweeper had gone down North Street, but simply went down the middle and so it made no difference as the mud and debris was where the cars were parked.

SALC Health & Wellbeing survey. The Clerk asked the councillors to confirm that they were happy for her to complete this on their behalf, which they were.

816. Reports. for information only

Highways

Cllr Rowsell mentioned the current mud and leaves debris. It was noted by Cllr Wylie Carrick that it was coming off the fields near the pottery and going down Great Lane. The councillors asked the Clerk to circulate the email from the landowner when they had replied to an earlier complaint from a resident about the amount of mud on the road.

Action – Parish Clerk

The councillors asked the Clerk to contact SCC to see what the alternative would be if the silt traps cannot be emptied on a regular basis.
Action – Parish Clerk

Lethbridge Recreational Ground Committee

Cllr England mentioned that the tree felling was going very well and there were no heavy tracks on the field. He was going to contact the Events Team to see when they are clearing the bonfire debris and making good.

Environment/Climate change

Nothing to report.

Ranger

Phil has now left. There was no Ranger last week. SSDC contacted us to say that they were training a new ranger and so there would be 2 rangers working for a half-day a week, so the new trainee could be shown the work involved. We have asked that the new ranger log on and off with Cllr Wylie Carrick.

Allotments

Nothing to report.

Cowleaze

The grass cutting has been carried out with the new battery mower. They are starting to cut back the vegetation to the side of the stream.

Footpaths

Cllr Brunt mentioned the Silver Birch that was overhanging the footpath on the way down to Barrington. It is gradually dropping and will need a chainsaw to remove it. Cllr Brunt undertook to inform Peter Oakes.
Action – Cllr Brunt

Cllr Wylie Carrick mentioned the culvert underneath Mountfield footpath needs to be dug out as it is forcing the water out of the drain into the field by the car park and onto the road. He asked that the Clerk contact the landowner and ask him to dig the gully out. It is about halfway down the footpath.
Action – Parish Clerk

817. Annex A – Deferred items register

This was reviewed.

Meeting closed: 9.05 pm