

CHURCHSTANTON PARISH COUNCIL

MINUTES/ACTION NOTES

Name of meeting:	Churchstanton Parish Council Meeting
Date meeting held:	Wednesday 8 th June 2022
Meeting location:	Churchinford Village Hall
Present:	Cllr. Ian Foxwell, Cllr. K Pearson, Cllr. Paul Carter, Cllr. Raadiyah Rifath, Cllr. Andrew Crabb, Cllr. T Phillips
In attendance	Stuart Wardle, Mike Visked
Chair	Cllr. Ian Firth
Clerk	Julie Wardle
<u>Public Participation Time</u>	Stuart Wardle advised the Parish Council that he was willing to stand as the Parish Council nominated Trustee to the Churchinford Village Hall Committee if they wish him to do so.
Reports from County / District Councillors, Neighbourhood Watch & Police	Apologies were sent by County Councillor Ross Henley who was attending another Parish Meeting on the same night.
1. To resolve to exclude members of the press or public	None
2. Apologies	None
3. Declaration of Interest	None

NB: Those present at this meeting should be aware that their names will be listed in the notes of the meeting which may be released to members of the public on request.

Approval/amendment of minutes of previous meeting –

4. Approval and sign off draft minutes of previous meeting	Minutes of Annual Meeting of CPC held on Wednesday 18 th May 2022 - Approved
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Agenda Item	DISCUSSION AND NEW ACTIONS		Action by Whom	Action Date
5. Finance	<ul style="list-style-type: none">Balance of Accounts as at 30th May 2022			
	Current Account	5099.25		
	Deposit Account	33018.54		
	Total	38117.79		

	<table><tr><td><u>Income (included in figures above)</u></td><td></td></tr><tr><td></td><td></td></tr><tr><td><u>Payments for approval</u></td><td></td></tr><tr><td>Parish Clerk Fees – May 2022</td><td>421.87</td></tr><tr><td>Platinum Jubilee Celebrations – Claim 2</td><td>202.56</td></tr><tr><td><u>BALANCE Remaining</u></td><td><u>37493.36</u></td></tr></table> <ul style="list-style-type: none">• Approval of payments - Approved• Review of Bank Mandate – Scott Nicholls will be removed from the mandate and Councillor Tristan Phillips will be added as a signatory. All Parish Councillors are signatories on the mandate.• Approval of Financial Risk Assessment – An amendment to ‘Freedom of Information’ was approved to include the following under ‘Review/Assess/Revise’ – ‘CPC to take advice from SALC & NALC and to levy charges as appropriate.• 2021-2022 CIL Annual Return – Approved. The clerk has requested confirmation from SW&T DC on date by which these monies MUST be spent. Suggestions included a Speed Indicator Device or additional support for the development of The Quarry.• Approval of Annual Governance and Accountability Return (AGAR) 2021-2022<ul style="list-style-type: none">– Internal Audit – Approved– Accounting Statement 2021-2022 (including Bank Reconciliation & Explanation of Variances) - Approved– Annual Governance Statement 2021-2022 – Approved– Certificate of Exemption – Does not apply. Unfortunately, as the Parish Council received, and are currently holding, the Climate Emergency Grant of £20,000, we were unable to self-certify as exempt from external audit. An external audit will cost the Parish Council £200. Councillor Crabb will contact The Otterhead Estates Trust for an update on progress to date.– Notice of Public Rights & Publication of Unaudited AGAR – Dates set as Monday 13th June to Friday 22nd July inclusive - Approved	<u>Income (included in figures above)</u>				<u>Payments for approval</u>		Parish Clerk Fees – May 2022	421.87	Platinum Jubilee Celebrations – Claim 2	202.56	<u>BALANCE Remaining</u>	<u>37493.36</u>	JW	13/07/22
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		JW	13/07/22												
		AC	13/07/22												
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6. Planning	None Future Parish Councillor site visits for planning applications will be allocated to Parish Councillors on a rota basis as follows: KP – IF – AC – IFO – RR – PC – TP.														
7. Churchstanton Community Fund	Two bids had been received in the Spring window for applications to the Churchstanton Community Fund. One from the Outdoor Space Management Group (OSMG) for £1,500 for grass cutting, £500 for raised beds & £500 Jubilee Celebrations and a further application from the Otterhead Estates Trust for essential maintenance work to keep the site safe and accessible to the public. A vote was taken from all those present at the Annual Parish Meeting and both bids were supported. This approval by the Parish was unanimously ratified by the Parish Council. The clerk will advise the Churchstanton Community Fund accordingly in order that the grants can now be paid.	JW	13/07/22												

8. Nomination of Trustee to Village Hall Committee	<p>Following his offer earlier, Cllr. Firth nominated Stuart Wardle as the Parish Council nominated Trustee to the Churchinford Village Hall Committee. This was seconded by Cllr. Crabb and unanimously approved by the Parish Council. The clerk will advise the Village Hall Committee accordingly.</p> <p>Cllr. Pearson asked if the Parish Council could raise a concern with the Village Hall Committee regarding the acoustics in the main hall. He is concerned that it is currently very difficult to hear conversation during meetings and would like to know if there are any plans to improve this. The clerk will contact the Village Hall Committee to raise this concern.</p>	<p>JW</p> <p>JW</p>	<p>13/07/22</p> <p>13/07/22</p>
9. Parish Event – Platinum Jubilee Celebrations	<p>The three-day Platinum Jubilee Celebrations in the village had been a great success. Cllr. Firth requested that thanks were minuted to all those on the Jubilee planning group who organised the event. Julie Wardle added that there had been many volunteers who had supported and helped the group with the event, all of which made the success of the celebrations possible.</p> <p>Against a budget of £2,000 from the Parish precept, £1,139 had been spent to date. A grant from both the Beer Festival and the Churchstanton Community Fund had also been received towards the cost of the celebrations.</p> <p>Cllr. Firth suggested that, if the Parish might like to have more celebrations such as this in the future, we should purchase new ‘official’ road signs for the road closures. The clerk will investigate the cost of these.</p>	<p>JW</p>	<p>13/07/22</p>
10. Climate Change - Update	<p>Cllr. Rifath explained recent changes to Building Regulations to the Parish Council.</p> <p>Cllr. Pearson advised that SW&T had recently combined with Sedgemoor to create a joint Climate Fund</p> <p>And,</p> <p>The Otterhead Estates Trust are still awaiting details of the Flo Rate from Wessex Water to ensure that there is adequate water before the turbine (Climate Emergency Grant) can be installed.</p>		
11. Highways / PPLO Update / Outdoor Space	<ul style="list-style-type: none"> • <u>The Quarry</u> – Unfortunately an application to the National Lottery Heritage Fund has been declined and therefore immediate plans have had to be revised pending availability of further grant funding. • <u>Community Speedwatch</u> – Awaiting training dates from PCSO for volunteers. Cllr. Carter will chase this. • <u>Speed Data Collection</u> – The Parish Clerk will help Cllr. Carter to try and obtain the speed data collected by the Police in 2020. 	<p>PC</p>	<p>13/07/22</p>
12. Correspondence	<ul style="list-style-type: none"> • Training Schedule – SALC Cllr. Phillips will be booked on: Roles&Responsibilities - Councillor Essentials Part 1 Finance&Governance - Councillor Essentials Part 2 Responding to Planning Applications 	<p>JW</p>	<p>13/07/22</p>
13. Items of Future Business for the next Agenda	<ul style="list-style-type: none"> • Financial Risk Assessment (with amendment as above) - approval 		
Date of Next Meeting	Wednesday 13th July 2022		

