

CHURCHSTANTON PARISH COUNCIL

MINUTES/ACTION NOTES

Name of meeting:	Churchstanton Parish Council Meeting
Date meeting held:	Wednesday 8 th March 2023
Meeting location:	Churchinford Village Hall
Present:	Cllr. Ian Foxwell, Cllr. Paul Carter, Cllr. Pearson, Cllr. Rifath, Cllr. Phillips
In attendance	J Manning, C Manning
Chair	Cllr. Ian Firth
Clerk	Julie Wardle
<u>Public Participation Time</u>	J Manning & C Manning attended the meeting to raise their concerns regarding potholes / culverts and how dangerous they have now become on some roads. Despite their efforts to report the situation, nothing has been actioned to date by the Highways Team. Cllr. Firth encouraged them to contact both County Councillor Henley and County Councillor Wakefield in an effort to obtain some help to resolve this. Cllr. Firth, on behalf of the Parish Council will also contact them to support their concerns.
Reports from County Councillors, Neighbourhood Watch & Police	Nothing to report.
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 Meeting of CPC held on Wednesday 8 th February 2023 - 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 28th February 2023<table><tr><td>Current Account</td><td>1460.63</td></tr><tr><td>Deposit Account</td><td>30716.31</td></tr><tr><td>Total</td><td><u>32176.94</u></td></tr><tr><td>Income (included in figures above)</td><td></td></tr><tr><td></td><td>0.00</td></tr><tr><td>Payments for approval</td><td></td></tr><tr><td>Parish Clerk Fees – Feb 2023</td><td>276.28</td></tr><tr><td>Amazon – Printer Cartridges</td><td>17.58</td></tr><tr><td>Amazon – Printer Cartridges</td><td>37.61</td></tr><tr><td>Trevor Lloyd – The Quarry</td><td>264.53</td></tr><tr><td>Sub-total</td><td><u>31580.94</u></td></tr><tr><td>Minus Reserved Funds</td><td></td></tr><tr><td>Climate Emergency Fund</td><td>16800.00</td></tr><tr><td>BALANCE Remaining</td><td><u>14780.94</u></td></tr></table>Approval of Payments - ApprovedApproval of Internal Auditor 2022-23 – The Parish Council approved the appointment of Nick Sims as the internal auditor for the 2022-23 accounts, subject to his acceptance of the role again this year.Community Larder – The Parish Council approved expenditure up to the value of £50/month for the Community Larder. This will be included in the 2023-24 budget.Churchstanton Community Fund – Spring Window for Applications (1st to 30th April 2023). The Parish Clerk will obtain and up to date balance of this fund and advise the Parish Council accordingly.Financial Regulations – Reviewed & Approved unanimously.Financial Risk Assessment – Reviewed & Approved unanimously. The Clerk will add the new Safeguarding policy to the risk assessment.	Current Account	1460.63	Deposit Account	30716.31	Total	<u>32176.94</u>	Income (included in figures above)			0.00	Payments for approval		Parish Clerk Fees – Feb 2023	276.28	Amazon – Printer Cartridges	17.58	Amazon – Printer Cartridges	37.61	Trevor Lloyd – The Quarry	264.53	Sub-total	<u>31580.94</u>	Minus Reserved Funds		Climate Emergency Fund	16800.00	BALANCE Remaining	<u>14780.94</u>	JW <
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7. Climate Change	<ul style="list-style-type: none"> Climate & Ecological Emergency Zero Target of 2030 – The Parish Clerk brought to the attention of the Councillors, an event taking place on Thursday 23rd March Councillor Pearson brought to the attention of the Parish Council a project proposal from the Blackdown Hills Parish Network to purchase a Thermal Imaging Camera. This will help to identify heat losses from domestic/other buildings. A bid for funding has been made to the AONB. 		
8. Highways / PPLO Update / Outdoor Space	<p><u>The Quarry</u> – A fencing contract has now been lined up to include new gates to the Quarry. The logs currently in front of the entrance will then be removed.</p> <p><u>Community Speedwatch</u> – No further updates at present</p> <p><u>Progress of Road Safety Grant Application & Purchase of Speed Indicator Devices</u> - Cllr. Carter is awaiting a meeting with the supplier of the Speed Indicator Devices, SID Signs UK. Unfortunately, due to illness, this has been delayed. In the meantime, Cllr. Carter will investigate which supplier Pitminster Parish Council used to purchase theirs.</p> <p><u>PPLO (Public Paths Liaison Officer)</u> – Unfortunately, Sarah Henderson has stepped down from this role due to work pressures. The Parish Council wish to thank Sarah for all her help and time walking the footpaths within the Parish advising the Parish Council and Somerset County Council when issues are identified that require attention.</p> <p>The Parish Council are now looking to appoint a replacement for Sarah to take on this role along side our other PPLO, Peter Alfrey. Anyone interested in this role should contact the parish clerk.</p> <p><u>Car Parking in Churchinford</u> – The Parish Council had received correspondence from a parishioner raising concerns regarding the parking in the centre of Churchinford. Following a lengthy discussion, unfortunately, the Parish Council were unable to find a viable solution that could guarantee that people would not continue to park in the middle of the village when using the village pub or visiting friends and family in the immediate vicinity.</p>	PC	12/04/2023
9. Policy Review	<u>Financial Regulations & Risk Assessment</u> – The updated Financial Regulations and Financial Risk Assessment were reviewed and approved. The recently approved new Safeguarding Policy will be added to the Financial Risk Assessment.	JW	ASAP
10. Annual Parish Meeting	The Annual Parish Meeting will take place immediately following the Annual Meeting of Churchstanton Parish Council in May and will take the same format as previous meetings.	JW	10/05/2023
11. Correspondence	<p><u>Consultation Notification – Somerset Statement of Community Involvement</u> (Closing date 16th March 2023) – Cllr. Firth will look at this from a professional perspective and will feed back to the Parish Council if an urgent response is necessary.</p> <p><u>Resignation of Councillor Crabb</u> – Councillor Crabb has resigned as a Parish Councillor with immediate effect. The clerk will start the co-option process as soon as possible. The Parish Council wish to thank Cllr. Crabb (Carrot) for all his time and hard work over the past four years.</p> <p><u>Otterhead Trust</u> – The clerk shared an update from the Otterhead Trust regarding progress with their current Hydro-electric Turbine project.</p> <p><u>Blackdown Hills Repair Café</u> – The Parish Council had received correspondence thanking them for their recent donation of £1,500 to support this initiative.</p>	JW	ASAP
Date of Next Meeting	Wednesday 12th April 2023		

