

CHURCHSTANTON PARISH COUNCIL

MINUTES/ACTION NOTES

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| Name of meeting: | Churchstanton Parish Council Meeting |
| Date meeting held: | Wednesday 10 th January 2024 |
| Meeting location: | Churchinford Village Hall |
| Present: | Cllr. Carter, Cllr. Firth, Cllr. Phillips, Cllr. Foxwell, Cllr. Pearson |
| In attendance | County Councillor Ross Henley, Rob Sparks |
| Chair | Cllr. Firth |
| Clerk | Julie Wardle |
| <u>Public Participation Time</u> | None |
| Reports from County Councillors, Neighbourhood Watch & Police | <u>SCC County Councillor Update</u> A report from County Councillors Ross Henley and Sarah Wakefield had been received and circulated to the Parish Council in advance of the meeting and has been posted on the Parish Council website. Cllr. Henley will visit Churchstanton Primary School who have concerns regarding their premises/buildings. Cllr. Henley had spoken to a resident in the parish regarding their concerns with drainage in Moor Lane. This will require a road closure for further investigation – <u>ongoing</u> . Cllr. Henley had recently taken part in the Parish Walk, community event. <u>Neighbourhood Watch & Avon & Somerset Police</u> Regular emails are received from Avon & Somerset Police which are shared on the Parish Council Facebook page. |
| 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 –

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| 4. Approval and sign off draft minutes of previous meeting | Minutes of the meeting of CPC held on Wednesday 13 th December 2023 - Approved & Signed. |
| 5. Election of Vice-chair | Pending the co-option of two new Parish Councillors, a rota will be established to include all remaining Councillors who will in turn, act as Vice-Chair in the absence of Cllr. Firth – Co-option ongoing. |

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| 6. Casual Vacancies / Co-option | There has been some interest in these vacant positions. Co-option will hopefully take place at the next Parish Council meeting on Wednesday 14 th February. |
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| Agenda Item | DISCUSSION AND NEW ACTIONS | Action by Whom | Action Date | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 7. Finance | <ul style="list-style-type: none">Balance of Accounts as at 4th January 2024 – Scribe Net Position Report provided<table><tr><td>Balance of Bank Accounts</td><td></td></tr><tr><td>Current Account</td><td>1279.71</td></tr><tr><td>Deposit Account</td><td>22101.04</td></tr><tr><td>Total</td><td>23380.75</td></tr><tr><td>Outstanding Payments</td><td></td></tr><tr><td>Sub-total</td><td></td></tr><tr><td>Minus Restricted Grant Funding (Balance remaining)</td><td></td></tr><tr><td>Climate Emergency Fund</td><td>5049.00</td></tr><tr><td>OSMG Grant Funding</td><td>165.84</td></tr><tr><td>Total BALANCE Remaining</td><td>18165.91</td></tr></table>Approval of Payments<table><tr><td>Churchinford Community Shop – Community Larder</td><td>50.00</td></tr><tr><td>Parish Clerk (/December 2023)</td><td>354.13</td></tr><tr><td>Total</td><td>404.13</td></tr></table>Approval of payments – All payments above were approved along with an additional payment of £313.20 for printing services.Net position Report – No concernsGrant application – Churchstanton School PTA – The PTA have withdrawn this application pending further discussion and plans.Proforma Budget 2024-2025 – The clerk provided the Parish Council with a proforma budget, taking into consideration, estimated end of year figures and the outcome of discussions at the previous Parish Council meeting regarding priorities for the next financial year and Parish Precept. Following discussion and a small number of adjustments, the 2024-2025 proforma budget and Precept were approved. Proposed by Cllr. Firth, seconded by Cllr. Phillips and unanimously approved. The 2024-2025 Parish Precept will be £26,444. The increase of 97.42% has been necessary to ensure that the Parish Council are financially prepared in the event that SCC are unable to continue to provide some services in the Parish. | Balance of Bank Accounts | | Current Account | 1279.71 | Deposit Account | 22101.04 | Total | 23380.75 | Outstanding Payments | | Sub-total | | Minus Restricted Grant Funding (Balance remaining) | | Climate Emergency Fund | 5049.00 | OSMG Grant Funding | 165.84 | Total BALANCE Remaining | 18165.91 | Churchinford Community Shop – Community Larder | 50.00 | Parish Clerk (/December 2023) | 354.13 | Total | 404.13 | | |
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| Total | 23380.75 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| OSMG Grant Funding | 165.84 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total BALANCE Remaining | 18165.91 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Churchinford Community Shop – Community Larder | 50.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Total | 404.13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 8. Planning Applications | The Parish Council had been contacted by a second neighbour to Long Barn, Honiton Road, concerning the work recently completed to the boundary of the property. The Parish Council have contacted the Planning Enforcement Team who are investigating this matter further. | | |
| 9. Climate Change | No update | | |
| 10. Highways / PPLO Update / Outdoor Space | <p><u>OSMG</u> The next meeting of the Open Space Management Group will take place on Monday 22nd January.</p> <p><u>Traffic Movement</u></p> <ul style="list-style-type: none"> ➤ Community Speedwatch – No update ➤ Progress of Road Safety Grant Application & Purchase of Speed Indicator Devices • Road Safety Grant from Police Community Trust - £4,870 – Awaiting receipt of grant. • Installation of new post - As SCC have confirmed that they will be unable to do this until the 1st quarter of 2024-25 financial year, the Parish Council agreed, in order to proceed with the purchase and installation of the devices, an alternative contractor would be engaged to install the new post required on Honiton Road. • Note of appreciation – The Parish Council had received a letter of thanks from a resident for their work / efforts to control speed in Churchinford. <p><u>Public Paths Liaison Officer (PPLO)</u> – Position currently vacant.</p> | | |
| 11. Policy Review | Safeguarding Policy – The Safeguarding policy was reviewed and unanimously approved. Next review date: January 2025 | | |
| 12. Local Community Network | Next meeting: Wednesday 24th January 2024. | | |
| 13. Correspondence | <ul style="list-style-type: none"> • Somerset Rivers Authority – Somerset Draft Strategy and Action Plan – Deadline 14th January 2024 • Xmas Card – Notes of appreciation • Update on Chairman’s Award Nomination 2023 – The Parish Clerk had been advised that the nomination for Churchinford Village shop had been successful and a presentation to Ruth and Mandy would take place locally in the near future. | | |
| 14. Items of Future Business for the next Agenda | | | |
| Date of Next Meeting | Wednesday 14th February 2024 | | |