

CHURCHSTANTON PARISH COUNCIL

MINUTES/ACTION NOTES

Name of meeting:	Churchstanton Parish Council Meeting
Date meeting held:	Wednesday 13 th December 2023
Meeting location:	Churchinford Village Hall
Present:	Cllr. Carter, Cllr. Firth, Cllr. Phillips
In attendance	County Councillor Ross Henley, Linda Jackson, Clare Barr
Chair	Cllr. Firth
Clerk	Julie Wardle
<u>Public Participation Time</u>	None
Reports from County Councillors, Neighbourhood Watch & Police	<p><u>SCC County Councillor Update</u></p> <p>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.</p> <p>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.</p> <p>Cllr. Henley informed the Parish Council that at a recent meeting of Wellington LCN, there had been a discussion regarding ‘Highway Stewards’. Further details will follow for consideration.</p> <p>The serious financial situation within Somerset County Council remains a concern. Discussions are currently taking place with Michael Gove regarding Local Government funding and the current serious situation that SCC and other authorities are facing.</p> <p>The Parish Council raised their serious concern that it would be very difficult to set a 2024/2025 annual budget and precept for the parish without having knowledge of the County Council budget.</p> <p><u>Neighbourhood Watch & Avon & Somerset Police</u></p> <p>Regular emails are received from Avon & Somerset Police which are shared on the Parish Council Facebook page.</p>
1. To resolve to exclude members of the press or public	None
2. Apologies	Cllr. Foxwell, County Councillor Sarah Wakefield
3. Declaration of Interest	

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 the meeting of CPC held on Wednesday 8 th November 2023 - Approved
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.
6. Casual Vacancies / Co-option	There remain two vacancies on the Parish Council. An advert has been posted on the Parish noticeboard, website, and Facebook page. There has been some interest in the role of Parish Councillor, although to date, there have been no applications. The Parish Clerk has contacted Churchstanton Primary School to request an advertisement in their school newsletter.

Agenda Item	DISCUSSION AND NEW ACTIONS		Action by Whom	Action Date																				
7. Finance	<ul style="list-style-type: none">Balance of Accounts as at 7th December 2023 – Scribe Net Position Report provided																							
	<table><tr><td>Balance of Bank Accounts</td><td></td></tr><tr><td>Current Account</td><td>3101.94</td></tr><tr><td>Deposit Account</td><td>22101.04</td></tr><tr><td>Total</td><td>25202.98</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>19,988.14</td></tr></table>				Balance of Bank Accounts		Current Account	3101.94	Deposit Account	22101.04	Total	25202.98	Outstanding Payments		Sub-total		Minus Restricted Grant Funding (Balance remaining)		Climate Emergency Fund	5049.00	OSMG Grant Funding	165.84	Total BALANCE Remaining	19,988.14
	Balance of Bank Accounts																							
	Current Account	3101.94																						
	Deposit Account	22101.04																						
	Total	25202.98																						
	Outstanding Payments																							
	Sub-total																							
	Minus Restricted Grant Funding (Balance remaining)																							
	Climate Emergency Fund	5049.00																						
	OSMG Grant Funding	165.84																						
	Total BALANCE Remaining	19,988.14																						
	<ul style="list-style-type: none">Approval of Payments																							
	<table><tr><td>Alan Bawler Plumbing & Property Maintenance (Climate Emergency Fund)</td><td>500.00</td></tr><tr><td>CLEAR Insurance – Additional premium for OSMG</td><td>47.28</td></tr><tr><td>Connetts Farm – Xmas Tree</td><td>240.00</td></tr><tr><td>Trevor Lloyd – Flyers – D-day Celebrations 2024</td><td>39.99</td></tr><tr><td>RBL – Wreath</td><td>27.75</td></tr><tr><td>Churchinford Community Shop – Community Larder</td><td>49.00</td></tr><tr><td>Churchinford Community Shop – Community Larder</td><td>47.59</td></tr><tr><td>Parish Clerk (November 2023)</td><td>790.31</td></tr><tr><td>Total</td><td>1741.92</td></tr></table>				Alan Bawler Plumbing & Property Maintenance (Climate Emergency Fund)	500.00	CLEAR Insurance – Additional premium for OSMG	47.28	Connetts Farm – Xmas Tree	240.00	Trevor Lloyd – Flyers – D-day Celebrations 2024	39.99	RBL – Wreath	27.75	Churchinford Community Shop – Community Larder	49.00	Churchinford Community Shop – Community Larder	47.59	Parish Clerk (November 2023)	790.31	Total	1741.92		
	Alan Bawler Plumbing & Property Maintenance (Climate Emergency Fund)	500.00																						
	CLEAR Insurance – Additional premium for OSMG	47.28																						
	Connetts Farm – Xmas Tree	240.00																						
	Trevor Lloyd – Flyers – D-day Celebrations 2024	39.99																						
	RBL – Wreath	27.75																						
	Churchinford Community Shop – Community Larder	49.00																						
Churchinford Community Shop – Community Larder	47.59																							
Parish Clerk (November 2023)	790.31																							
Total	1741.92																							

	<ul style="list-style-type: none"> • Approval of payments – In addition to the invoices listed above, the PC had received an invoice (£922.54) from SCC for the installation of two additional dog poo bins. <p>All payments were approved</p> <ul style="list-style-type: none"> • Net position Report – No concerns • Blackdown Music Trust - £1,000 Grant – D-Day Celebrations 2024 – This grant has now been received. The PC would like to register their thanks to The Blackdown Music Trust for their generous donation towards their parish event in June. • Road Safety Grant - £4,870 – Speed Indicator Devices – The Parish Council have been successful in obtaining £4,870 from the Road Safety Fund (Avon & Somerset Police) for the purchase of two Speed Indicator Devices. • Grant application – Churchstanton School PTA – A representative from Churchstanton PTA will attend the next PC meeting in January. • OSMG – Contents / Property Insurance – An additional policy for the tools and equipment used by the OSMG was reviewed and approved for payment (see above list of payments) • Budget Priorities for 2024-2025 – Asset & Service Devolution <p>Without knowing the 2024/2025 SCC budget and the subsequent loss of services provided by the County Council, it will be very difficult to set an accurate budget and precept for the Parish at this stage. However, as the parish precept MUST be set and submitted to SCC by 2nd February, and with consideration to the ‘possible’ loss of services and resulting future parish responsibilities, the PC agreed that their priorities will be:</p> <ul style="list-style-type: none"> - Grass cutting - £1,100 (previously funded by a SCC grant) - Increased staff budget – additional £5,000 - Highways Improvements - £6,500, to include: <ul style="list-style-type: none"> ➤ Fly Tipping ➤ Potholes ➤ Grit Bins 		
8. Charities	<p>The Parish Council ratified the following Parish Council nominative charity Trustees for a further four-year term:</p> <p>Charity for Parish Allotments: Phillip Partridge, David Northcote-Wright, Ann Papworth</p> <p>Mary Parson Gift: Charles Isdell-Carpenter, Diana Morris, David Gollin</p> <p>Montywood: David Jeffries, Jan Diehl, Jeremy Cashmore-Chuter</p>		

9. Planning Applications	<ul style="list-style-type: none"> • 10/23/0016 - Erection of a 2 No. bedroomed lodge/park home for a temporary period of three years to accommodate essential staff at Hummingbird Care Home, Royston Road, Churchinford <i>The Parish Council support this application</i> • 10/23/0020 - Siting of 2 No. caravans for holiday let use with erection of shelters, a geodome and sauna on land at Magpies Barn, Buttles Lane, Churchinford <i>The Parish Council support this application although they would like to raise their concern that SCC planning team are not being consistent with their validation</i> • 10/23/0023 - Installation and operation of a ground mounted photovoltaic solar array with switch station at Western Provident Association, Culmhead Business Park, Churchinford Road, Churchstanton <i>The Parish Council support this application</i> 		
10. Climate Change	No update		
11. Highways / PPLO Update / Outdoor Space	<p><u>OSMG</u> The Parish Council approved the payment of £47.28 for an additional insurance policy to protect the equipment used and stored by the OSMG.</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 – See agenda item 7. Finance above. • Siting of device on Honiton Road – Following discussion with residents living close to the planned siting of the device on Honiton Road, it was agreed to go ahead with the positioning of this directly opposite the entrance to Drakes Meadow. • Installation of new post - Unfortunately, the County Council have advised that they are unable to install the required new post on the highway (Honiton Road) until the next financial year despite an original site visit in January 2023 and raising a request for the installation eight months ago. County Councillor Ross Henley will speak to the Traffic Management Team regarding this. If necessary, the Parish Council will arrange this installation with an alternative contractor. <p><u>Public Paths Liaison Officer (PPLO)</u> – Position currently vacant.</p>		
12. Policy Review	None due for review.		
13. Local Community Network	Next meeting: Wednesday 24th January 2024.		

14. Xmas Cards	Cards have now been printed. Each Councillor to select an area to distribute to in order to ensure that every house in the Parish receives one.		
15. Correspondence	None		
16. Items of Future Business for the next Agenda	<ul style="list-style-type: none"> • Proforma Budget / Parish Precept for consideration / approval. 		
Date of Next Meeting	Wednesday 10th January 2024		