

CHEDDON FITZPAINE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.00pm on Tuesday 9th of May 2023

In the Main Hall of the Memorial Hall at Cheddon Fitzpaine TA2 8JY

www.cfpc.co.uk

Present: Parish Cllrs Isaacs, Batsch, West & Wilson.

In attendance: Mrs S Millard-Jones, Clerk, and approximately 2 members of the public.

Cllr Isaacs chaired the meeting.

05/01 To elect a Chairman & Vice Chairman.

Cllr Isaacs explained that he would be stepping down as a Councillor at Cheddon Fitzpaine Parish Council.

Although Cllr Woollacott was unable to attend the meeting, he had confirmed that he would remain in Chair if re-elected.

It was **resolved** to elect Cllr Woollacott as Chair.

It was **resolved** to elect Cllr Batsch as Vice Chair.

Cllr Batsch chaired the meeting.

05/02 Declaration of Acceptance of Office forms to be received by Clerk from Chairman and Vice Chairman

Cllr Batsch completed the Declaration of Acceptance of Office form. It was **resolved** that Cllr Woollacott would complete the form at the next meeting.

05/03 To receive apologies for absence: Parish Cllr Woollacott. Mrs K Welsh, WM Clerk. SC Cllrs Cavill & Fothergill.

05/04 To receive declarations of personal/prejudicial/disclosable pecuniary interests: None

05/05 To approve Minutes of the Extraordinary Parish Council Meeting held on 31st March 2023.

The minutes from the Extraordinary Meeting of the Parish Council on 31st March 2023 having been previously circulated, were taken as read. It was **resolved** to approve the Minutes.

05/06 To approve Minutes of the Parish Council Meeting held on 11th April 2023.

The minutes from the Meeting of the Parish Council on 11th April 2023 having been previously circulated, were taken as read. It was **resolved** to approve the Minutes.

PUBLIC QUESTION TIME:

Q: Many residents are concerned regarding the additional traffic that will be created by the Nerrols Farm development.

A: There will be an amended application submitted by Mr Parnell and the PC comments will reflect parishioner's concerns.

05/07 Reports:

Somerset Council report to go onto the website.

05/08 Joint Projects with West Monkton:

a. Maidenbrook Country Park & Somerset Wood: (R)

Kings Coronation event: The weather was unfortunate, and the ground was muddy and sodden, but the rain held off for the celebrations. Eventbrite tickets were 700+. By the end of the event, it was believed to have had circa 500 guests.

West Monkton mostly funded the events and have the Community Clerk who made the arrangements, lottery funding wasn't granted. Both PC's need to do some fundraising to facilitate future events.

Discussions are ongoing regarding a downsized visitor centre which is likely to be a third of the initial plan. There seems to be less vandalism being reported.

05/09 Cheddon Ward:

The Clerk and a few residents met with the Area Manager for Wessex Water (WW) due to the ongoing issue with sewage on Wednesday 12th of April. It was explained that more non-return valves are to be installed, there will be further investigation on the pipes and where the excess water is actually coming from. One resident in particular,

explained the need to discount his concerns with the excess sewage/water traffic coming from Hestercombe which WW seemed to consider.

05/10 Highways:

Highways have confirmed that the crossing planned for the A3259 is due to be started at the end of May 2023. Cllrs noted that the work carried out on Maidenbrook Lane appears to have been successful. Cllrs asked the Clerk to email Gwynn Hughes to thank him for the work that had been arranged.

05/11 Planning Applications (R)

08/23/0002 A re-submission of 08/20/0022 Replacement of industrial building for Class B2, B8, Ed, Eg (ii) and Eg (iii) usage at Marshalsea House, Venture Way, Taunton. No comments

Report on applications considered under delegated powers: None

Planning Decisions:

08/23/0006/NMA Application for a Non-Material Amendment to application 08/19/0001 for alterations to plots 135 and 136 on land of Nerrols Drive, Taunton – Conditional Approval

05/12 Reports:

Church: The vacancy for the reverend remains unfilled.

Cheddon school: No report

Memorial Hall: After 20 years, confirmation has been given that the hall sitting on Memorial Hall land. The outcome is that the memorial hall owns just under 1 acre of land. Income has suffered since Covid, however, bookings are on the up along with electricity costs. The Memorial Hall was opened in 2002 and the boiler is over 20 years and is due to be replaced soon. Various fund raising events have been arranged. The Cheddoners are back for the first time since Covid and both shows have been sell-outs. New posts and rail in the car park to define the land. The financial position of the hall is looking stable. The projector has been sent off for repair.

05/13 Audit: To adopt the Risk Assessment. To note that bank rec/payments over £100 are on the website Register of Assets is up to date and is due for review in March 2024. Statement of Internal Control.

It was **resolved** to adopt the Risk Assessment. To note that bank rec/payments over £100 are on the website Register of Assets is up to date and is due for review in March 2024. Statement of Internal Control.

05/14 Admin: None

05/15 To review and adopt current Standing & Financial Orders (R)

It was **resolved** to re-adopt the current Standing & Financial Orders.

05/16 To re-adopt the LGA Code of Conduct 2021 and to confirm that summons, agendas and other documents will be accepted by email as proper service (R)

It was **resolved** to re-adopt the LGA Code of Conduct 2021 and to confirm that summons, agendas and other documents will be accepted by email as proper service.

05/17 To consider & confirm that the Council is insured with Zurich: (*three-year policy*)

The PC is in the third year of the policy and this will be reviewed in March 2024.

05/18 To consider & confirm the continuation of annual subscriptions to SALC & SLCC.

It was **resolved** to approve the continuation of annual subscriptions to SALC & SLCC.

05/19 To consider & confirm support for charities: CAB, Love Musgrove, Arc, MIND, Air Ambulance

Cllrs noted that due to the decrease in precept, that it would not be possible to commit £600 to charities as it had done in previous years. The Clerk asked Cllrs to consider preferred charities and the total commitment ahead of the next meeting.

05/20 To note that all policy documents are published on the Cheddon Fitzpaine website: To include Model Publication Scheme, Privacy Notice, Website Accessibility, Scheme of Delegation, Model Officer Protocol, Anti-fraud & Corruption, Annual Leave, Data Protection, Bullying & Harassment, Disciplinary, Grievance, Sickness & Absence, Training & Development, Equality & Diversity, Grants & General Reserves.

It was **resolved** to note that all policy documents are published on the Cheddon Fitzpaine website: To include Model Publication Scheme, Privacy Notice, Website Accessibility, Scheme of Delegation, Model Officer Protocol, Anti-fraud &

Corruption, Annual Leave, Data Protection, Bullying & Harassment, Disciplinary, Grievance, Sickness & Absence, Training & Development, Equality & Diversity, Grants & General Reserves.

05/21 Finance:

a) Approval of Payments & Receipts (R)

Payments

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on Bank Statement
S Millard-Jones	May Salary, Homeworking & Mileage, PAYE & NI	£196.34	£1.50	£197.84	28/04/23	
Memorial Hall	March meetings	£45.00	£	£45.00	15/05/23	
S Rolls	Bin relocation	£130.59	£	£130.59	15/05/23	
WM PC	Half of fencing cost CP	£314.93	£	£314.93	15/05/23	
WM PC	Donation to Coronation event screen	£250.00	£	£250.00	15/05/23	
Somerset Adventures	Defib Training	£300.00	£	£300.00	15/05/23	
Tom Froom	CP Technical services	£90.00	£	£90.00	15/05/23	

Debit Card/Direct Debit: To note:

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on Bank Statement
SWS	Email addresses	£36.80	£7.36	£44.16	04/05/23	
Microsoft	Monthly Subscription	£9.40	£1.88	£11.28	19/05/23	
SWS	Hosting Inv	£24.00	£4.80	£28.80	20/05/23	

Receipts: To note:

Bank interest		£0.95
	TOTAL	£0.95

It was **resolved to pay** the above by cheque/internet banking.

b) Approval of the bank reconciliation (R)

Main Account	£3,733.71
CIL Account	£7,718.40
NSI Account	£3,123.62
CP Account	£
Total	£14,575.73

It was **resolved** to approve the bank reconciliation.

c) To note: S137 of £9.93 per elector for 2023-24

It was noted: S137 of £9.93 per elector for 2023-24, equating to £3,167.67.

d) VAT Claim

The Clerk is due to complete a VAT return.

05/22 To approve payment via Direct Debit to Microsoft, SWS in accordance with CFPC Financial Regulations 6.8 (approval shall be renewed by resolution of the council at least every two years).

It was **resolved** to approve payment via Direct Debit to Microsoft, SWS in accordance with CFPC Financial Regulations 6.8.

05/23 To approve the use of BACS or CHAPS in accordance with CFPC Financial Regulations 6.9 (approval of the use of BACS or CHAPS shall be renewed by resolution of the council at least every two years).

It was **resolved** to approve the use of BACS or CHAPS in accordance with CFPC Financial Regulations 6.9.

05/24 To note that Clerk passwords are held in a sealed envelope accordance with CFPC Financial Regulations 6.11.
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05/25 To approve the Terms of Reference for Working Groups: Country Park & Human Resources Committee
It was **resolved** to approve the Terms of Reference for Working Groups: Country Park & Human Resources Committee.

05/26 Meetings: Next meeting Monday June 9th.

05/27 Matters raised by Councillors: None

05/28 Items for next agenda:

- Meeting dates for the remainder of 2023.
- Wessex Water update
- Defib protocol
- Glebe Farm planning stuff
- Newsletter

2023 Dates: 12th June, 10th July, 14th August (provisional), 9th October, 13th November, 4th December (please note that this is the first Monday of the month, not the second as per usual).

Meeting closed at 8.40pm

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Chair