

CHEDDON FITZPAINE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.00pm on Monday 13th November 2023

In the Committee Room of the Memorial Hall at Cheddon Fitzpaine TA2 8JY

www.cfpc.co.uk

Present: Parish Cllrs Woollacott, Batsch, West, Reece & Wilson.

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

Cllr Woollacott chaired the meeting.

11/01 To receive apologies for absence: Cllr Fothergill.

11/02 To receive declarations of personal/prejudicial/disclosable pecuniary interests: None.

11/03 To approve Minutes of the Parish Council Meeting held on the 11th of September 2023. The minutes from the Meeting of the Parish Council on 11th September 2023 having been previously circulated, were taken as read. It was **resolved** to approve the Minutes.

PUBLIC QUESTION TIME:

A member of the public raised concerns regarding an old road plan for Northwalls Grange. Cllr Woollacott advised the member if the public to raise these concerns should future planning for these roads arise.

11/04 Reports: Somerset Council report available on the website.

11/05 Joint Projects with West Monkton:

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

Country Park Volunteer co-ordinator had provided the following report: *It did indeed feel very special to have the Deputy Lieutenant Brigadier Richard Toomey DL present in his military uniform, alongside some members from 40 Commando. There are a couple of minor tweaks we need to adhere to next year, but with Rev Adrian P-S in attendance he would have known!* The Chair thanked Jo Pearson for all the work she had put into arranging the event.

Thanks were also given to Cllr Reece who attended and lay the wreath on behalf of Cheddon Fitzpaine Parish Council.

The Clerk suggested that it may be a good idea to retain the wreath and make a donation to the British Legion in order to reduce the waste. Cllrs were in agreement with the recommendation. Clerk to check with Jo Pearson about storage of the wreath.

Cllr Batsch presented the PC with a structure to house the Poppy of Honour which is expected to cost between £70 - £100k.

11/06 Cheddon Village:

There had been no more problems with the defibrillator light flashing and the manufacturer had advised that footage would be needed to help diagnose the problem. The Clerk suggested replacing a piece of glass on the phone box to signpost it at a cost of around £50. Cllrs were in support in principle of the Clerk finalising quotes.

The defibrillator had been checked and registered on the Circuit.

11/07 Highways:

No report

11/08 Planning Applications (R) None

Report on applications considered under delegated powers:

CC/4073/2023. Planning application for the replacement of three welfare units and for the erection of one additional portakabin style office unit (retrospectively) Crown Industrial Estate, New Materials Recycling Centre, Venture Way, Cheddon Fitzpaine, Taunton. TA2 8QY.

Planning Decisions:

08/19/0031 & 30/LB Erection of 2 No. extensions for an auditorium, artists workshops, gallery and cafe with various internal and external alterations at Hestercombe House, Volis Hill, Cheddon Fitzpaine. Conditional approval

08/23/0016 & 17/LB Conversion of garage to annexe at Rowford Barton, Lyngford Lane, Cheddon Fitzpaine. Conditional approval.

38/23/0256 Consent under Section 37 of the Electricity Act 1989 to underground existing overhead electricity lines and for the erection of associated replacement terminal towers on land west of Staplegrove, Taunton. No objection.

11/09 Enforcements(R) To consider village planning consent.

The link had been sent to residents for them to apply for the additional information as recommended by the planning department.

Cllrs asked the Clerk to request details of the 'Forge' application that was approved under the LDC.

11/10 Reports:

Church: The Revd Jim Cox has been appointed to the post of Rector of the South Quantock Benefice subject to enhanced DBS clearance. His licensing will take place on Sunday 3 December.

Cheddon school: Three new governors joining.

Memorial Hall: No report

11/11 Admin:

The ICO certificate and the LCN minutes are on the website.

11/12 Finance:

a) Approval of Payments & Receipts (R)

Payments

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on Bank Statement
S Millard-Jones	November Salary, Homeworking & Mileage, PAYE & NI	£228.35	£	£228.35	30/11/23	
S Millard-Jones	December Salary, Homeworking & Mileage, PAYE & NI	£155.35	£	£155.35	29/12/23	
CF Memorial Hall	November meeting	£18.75	£	£18.75	15/11/23	
PKF Littlejohn	External audit	£420.00	£84.00	£504.00	15/11/23	
Somerset Council	Bins	£381.16	£76.23	£457.39	15/11/23	
S Millard-Jones	Wreath purchase	£25.00	£	£25.00	15/11/23	
SALC	Training Cllr Essentials	£25.00	£	£25.00	15/11/23	
SALC	Affiliation Fee	£78.58	£	£78.58	15/11/23	

Debit Card/Direct Debit: To note:

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on bank Statement
SWS	Email addresses	£27.60	£5.52	£33.12	04/09/23	
Microsoft	Monthly Subscription	£9.40	£1.88	£11.28	19/09/23	
SWS	Hosting Inv	£28.00	£5.60	£33.60	20/09/23	

Receipts: To note:

Bank interest September		£0.03
Bank interest October		£0.03
Burial & Footpath grant		£520.00
	TOTAL	£520.06

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

b) Approval of the bank reconciliation (R)

Main Account	£9,689.90
CIL Account	£24.12
NSI Account	£3,123.62
CP Account	£
Total	£12,837.64

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

c) Approval of the National Pay award and back pay of Clerk Salary (R)

It was resolved to approve the annual increase and to back date the pay from 1st April 2023.

d) Budget (R) To consider reduction in costs to the PC

It was **resolved** to move website provider to reduce cost. It was **resolved** to request a precept of £13,605 so that the PC is able to allocate an £8,000 budget to the Country Park.

e) Citizens Advice Bureau (CAB) request (R)

The CAB had asked the PC to consider making a donation towards the services offered in the community. Cllrs were aware that several Cheddon residents had benefited and would be interested to make a small donation. It was **resolved** to donate £25 to CAB.

11/13 Devolution of assets (R) To consider the letter from Somerset Council

Cllrs discussed that some services are likely to be devolved and that more will be understood over time.

11/14 AGAR To note the external auditor's comments.

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The AGAR was not accurately completed before submission for review:

The smaller authority has not restated the 2021/22 figure when revaluing assets in Section 2, Box 9 to include previously omitted assets. Please note that the Practitioners' Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability.

11/15 Local Community Network update:

Cllr Wilson looks forward to understanding how the LCN's are going to action the discussions and explained to all that this is likely to take time.

11/16 Matters raised by Councillors: None

11/17 Correspondence: None

11/18 Items for next agenda: None

2024 Dates: 8th January / 11th March / 8th April (Annual Meeting of the Parish) / 13th May (Annual Parish Council Meeting) / 8th July / 9th September / 11th November.

Meeting closed at 9.35pm

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Chair