

MINUTES OF THE PAWLETT PARISH COUNCIL MEETING

Held virtually via the Zoom platform on Monday 29th June 2020, commencing at 7.00pm

(in the format to be presented to the next meeting for approval)

Present:

Cllrs A Warner (Vice-Chair), A Baker, J Kingman, M Thomas
C Morrison-Jones (clerk)
Cllr M Healey
1 x members of the public

Public speaking:

- Hedgerow in Gaunts Road, property 24 Pound Road

There would appear to be a need to establish ownership of the somewhat 'eye-sore' hedge in Gaunts Road (overlooking River Road). Overgrowth is narrowing the pathway

- Parking in Old Main Road/Junction of Monmouth Farm Close

There has been no news from Cllr John Woodman and, the problem is still occurring, even though the Hairdressing Salon has been closed.

- Mr & Mrs Nichols' teak bench seat, The Green

Mr Nichols died on 1st April '20. His wife has stressed how much she would like the seat to be thoroughly cleaned and treated.

In the absence of W Barnard, A Warner took the chair

1. To receive any apologies for absence and disclosures of interest

Cllr M Smith sent her apologies for not being able to attend.

2. County and District Councillor Reports

SCC Cllr M Healey: a huge amount of information has been sent out by SCC re Covid-19. County have been busy. Covid-19 has shown how people have come together; County, District & Parishes & Individuals are working together. People have adapted well.

3. Minutes of the Parish Council Meeting held on 2nd and 21st March 2020 to be presented and agreed.

The minutes were approved for signature by the Chairman as a true and accurate record of the previous meeting. The minutes will be signed when the parish council next meet in person

4. Any urgent matters arising from the minutes not covered by agenda items below

None

5. Roads and Footpaths: Any urgent matters concerning Highways or Footpaths

i) Hedge of 24 Pound Road. The clerk was requested to write to highways to ask them to cut it back

ii) Parking, Old Main Road / Monmouth Farm Close junction. There has been no update progress from SDC Cllr I Woodman. The main issue is pulling out from Monmouth Farm Close as the visibility is restricted by parked cars. SCC Cllr M Healey offered to

speak to Highways again to again request a site meeting, together with a letter from the PC requesting the same, stressing that this is a traffic safety issue.

iii) Teak bench on The Green. Needs some maintenance as looking shabby. WB had previously offered to do this but has not yet done it. WB to be reminded that he needs to complete the job, otherwise the PC will have to consider engaging a contractor to carry out the necessary work.

6. For report only:

a) Village magazine

The clerk reported that due to businesses closing and none of the potential magazine distribution points being open, work on progressing the magazine had been suspended.

b) Community land

No further communication from SDC has been received on this matter; it is suspected that they have more pressing matters to attend to at present. As time pressure to resolve this matter appears to have been suspended it was agreed to reserve considering this matter further until the parish council was able to meet in person.

c) Annual Parish Meeting

Due to the corona virus, legislation has been changed to allow parish council meetings to take place virtually and also to suspend the requirement for a parish council to hold its Annual Parish Council Meeting for 2020. The legislation regarding the Annual Parish Meeting has not been altered and therefore it could not be held remotely. Therefore, the next Annual Parish Meeting will be held between March-May 2021.

7. Play area and outdoor gym reopening

Government guidance allows outdoor play areas and outdoor gyms to re-open from 4th of July provided that owners and operators consider the unique make up of their playground/outdoor gym when conducting a risk assessment and putting in place measures to enable the effective management of the playground/outdoor gym to minimise COVID-19 transmission risk.

The Government has issued generic guidance on play area opening measures. The clerk reported that the PCs insurance company have been contacted to ask their requirements for re-opening, but no response has yet been received. Cllrs agreed that the insurance company's requirements needed to be known as otherwise the PC runs the risk of their policy being invalid. It was resolved to wait until the insurance company's requirements have been received and considered before making a commitment to re-open.

8. Consider the Parish Council response to the SCC consultation on forming a Unitary Authority

SCC Cllr M Healey expressed his opinion is that SCC has forgotten that regionalisation is still going on. Now is not the right time, there is so much building to do both regionally and nationally which will result in a new way of going moving forward, The enforced working from home has made huge savings already and by changing the way we work a unitary may not be necessary to make the required savings. We have been through such bad times and we have the opportunity to make such important changes in the District and Unitary may not be the answer.

Cllrs discussed their concerns, the main two being that:

- district re unitary needs to be rethought and put on whole until it is known what the 'new normal' is
- that the non-involvement of Districts in the debate maybe not constructive. How can you complain about the result of a vote if you don't participate?

Cllrs resolved that the PC response to the consultation should be that given the uncertain times, the national trend towards regionalisation and the recent announcement that the planning system is to be completely revised, Pawlett Parish Council feels that progression towards a Unitary should be put on hold.

9. Planning:**a) Any urgent matters concerning planning**

None

b) For report: planning applications responded to under delegated powers since the last meeting.

The following applications have been responded to by the clerk since March under delegated powers following electronic consultation with Members:

i) 41/20/00007. Householder Prior Approval

34 Chapel Road, Pawlett, Bridgwater, Somerset, TA6 4SH

Application to determine if prior approval is required for a proposed erection of a single storey extension, extending 4.46m from the rear north east elevation. Support

ii) 41/20/00005/AGE 8 Puriton Road, Pawlett, Bridgwater, Somerset, TA6 4RS

Erection of a single storey extension to the rear (North) and side (East) elevations and two storey extension to the rear (North) elevation. Erection of a detached garage and creation of a vehicular access. Support

Cllr M Healey left meeting at this point

10. Financial Matters.**a) To approve Year End Accounts – 2019/20**

Councillors resolved to approve the end of year bank reconciliation, dated 31.3.20, of £45,515.58.

£2,782.09 of this balance is held in reserved funds

b) For report:**i) Payments approved since the last meeting**

approved for 1.4.20

C Morrison-Jones	salary, March 2020,+ reimbursements	£490.40
Mr J Kingman	solar lights for the Green	£59.98
Green Energy	(March 2020)	£9.94

approved for 1.5.20

C Morrison-Jones	salary - April 2020	£420.30
C Morrison-Jones	reimbursements	£79.99
Information Commissioner	data protection renewal	£40.00
Green Energy	(April 2020)	£9.20
SLCC	membership renewal	£140.00
RK Bell	road resurfacing	£5,290.74

approved for 1.6.20

C Morrison-Jones	salary - May 2020	£420.30
Came & Co	insurance renewal	£523.13
Green Energy	(May 2020)	£9.50
Playground inspection company	annual inspections	£162.00
SDC	dog waste bin emptying	£585.31

approved for 1.7.20

C Morrison-Jones	salary - June 2020	£420.30
C Morrison-Jones	expenses & reimbursements	£257.45
Green Energy (June 2020)	invoice not yet received	£
SDC	playing field lease	£170.00
SALC	affiliation fees	£299.48

ii) Amounts received

5.2.20	HMRC	VAT reclaim	£521.60
14.4.20	SDC	1st half of precept	£9,500 .00
21.4.20	SDC, CIL payment	(41/19/00008, three dwellings at 20 Pound Road)	£1,297.40

c) Consider Statement of Internal Control for year ended 31st March 2020

Due to Corona virus restrictions, this is the first meeting held since the end of the 2019-20 financial year, hence the later than normal consideration of this document. Councillors approved the document which previously circulated by the clerk

d) Consider Risk Management Report for year ended 31st March 2020

Due to Corona virus restrictions, this is the first meeting held since the end of the 2019-20 financial year, hence the later than normal consideration of this document. Councillors approved the document which previously circulated by the clerk

e) Consider Asset Register as of March 2020

Due to Corona virus restrictions, this is the first meeting held since the end of the 2019-20 financial year, hence the later than normal consideration of this document. Councillors approved the document which previously circulated by the clerk

11. Consider the Internal Auditor's Report

The Internal Auditor, Mrs K Smith, had carried out the internal audit and found the internal audit control arrangements to be satisfactory. Accordingly, the Internal Auditor had signed-off Page 5 of the Annual Return without qualification.

12. Annual Return – approve Section 1, the Annual Governance Statement

Due to Covid-19, the date for the submission of the audit, and the corresponding dates for public consultation, have been extended. Members agreed that replies to Questions 1 to 9 be "Yes". The page was then signed by the Chair of the meeting and will be returned to the clerk to obtain her physical signature before submission to the external auditors

13. Annual Return – approve Section 2, the Accounting Statement

The Council considered the information prepared and signed by the Clerk that had been previously circulated. The statement was approved, and signed by the Chair of the meeting

14. Confirm that the Parish Council is exempt from a limited assurance review from the financial year 2019-20

It was agreed by councillors that the PC wished to certify itself as exempt from the limited assurance review as it had an income / expenditure of less than £25,000. The document was signed by the Chair of the meeting and will be returned to the clerk to obtain her physical signature before submission to the external auditors

15. Date and time of the next meeting – to be confirmed.

Parish Council documents, including agendas, can be found on the website

www.pawlettparish.org

Whilst Covid-19 restrictions will mean that PC meetings will have to be held virtually for the foreseeable future, Councillors agreed PC should aim to return to monthly meetings and agreed that the next meeting should be on 3rd August 2020 @ 7pm

There being no further business, the meeting closed at 20.10