

PAWLETT PARISH COUNCIL

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Minutes of the Annual Meeting of Pawlett Parish Council, held at the Village Hall, Old Main Road, Pawlett on Monday, 20th May 2019, commencing at 7pm.

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

Present:

Cllrs W Barnard, A Warner, J Kingman, A Baker, M Thomas, M Smith
C Morrison-Jones (clerk)
8 x members of the public

1. To Appoint a Chair for the Municipal Year 2019/20

It was proposed, seconded, and unanimously voted, that Cllr Will Barnard be elected as the Chair of the parish council for the next municipal year, which he duly accepted. The Chair signed the declaration of acceptance of office form

Meeting adjourned

Public speaking:

- Welcome to the new councillor, Jez Kingman
- Thanks to Colin Clark & Heather Smith for their service on the previous council
- Shop meeting on 18th
 - if a shop is attached to the village hall it could cause parking and disability access issues. What about behind the legion?
 - The CLT was set up to help with funding and village amenities; the CLT could talk with any potential shop committee for ways forward
 - Thanks to M Thomas for organising the shop meeting

Meeting reconvened

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

None

3. To Appoint a Vice Chair for the Municipal Year 2019/20

It was proposed, seconded, and unanimously voted, that Cllr Andrew Warner be elected as the Vice-Chair of the parish council for the next municipal year, which he duly accepted. The Vice-Chair signed the declaration of acceptance of office form

4. County and District Councillor Reports

A report from SCC Cllr M Healey was circulated

The clerk confirmed that she contacts J Woodman monthly but has no response. AW volunteered to contact Cllr J Woodman to ask him to occasionally attend PC meetings

5. Minutes of the Parish Council Meeting held on 15th April 2019 to be presented and signed.

Councillors resolved that the minutes represented a true record of the meeting and they were signed by the Chair

6. Casual Vacancies on the Parish Council

Following the uncontested election there remains one vacancy on the parish council which can be filled by co-option. Notices advertising the vacancy will be placed on the website and noticeboards. Interested parties are invited to contact councillors or the clerk for further information.

7. Declarations of Acceptance of Office

Cllrs William Barnard, Andrew Warner, Anona Baker, Mary Smith, Marian Thomas and Jez Kingman all signed their acceptance of office forms prior to the start of the meeting

8. Matters Arising from the minutes:

a) Village Shop

The village shop is closing on 22nd May

MT reported on the open meeting held on Saturday 18th May to gauge interest in village for a community store, as it is obvious that a true business is unable to thrive in the village

MT also reported that Royal Mail have said that a mobile Post Office is not an option whilst the current PO is open, but that this can be brought up with SDC when the PO in the village actually closes

Over 60 people came to the meeting and she now has a list of names who have shown an interest in helping and particularly those with specific skills that may prove very useful if the project does move forward.

One of the major issues will prove to be the location of a community shop as the obvious sites all have differing, but significant problems, that would have to be overcome

Meeting adjourned for public speaking

- Village green was bequeathed as a play area to the PC
- A community shop, whilst welcomed by the village, should not cause a negative impact to other village organisations

Meeting reconvened

WB noted that the PC meeting is not the arena to discuss this, but a steering committee is being set up by MT to consider the way to move forward. It was suggested that the steering committee come back to the PC at a later date if it is felt that there are matters that the PC can help with.

b) Parish Council IT equipment

The clerk reported that she had completed the purchase of the IT equipment and software discussed at the April PC meeting for a total cost of £1,124.20 (inc VAT). Following research and further discussion with WB after the April PC meeting, an inkjet printer was purchased, as opposed to laser, as when costs were calculated the inkjet purchased worked out cheaper per printed sheet of paper to purchase and run

c) Any other matters arising not covered by agenda items below.

None

9. Roads and Footpaths:

a) Update on previously reported items

None

b) Access road running alongside the Green

Two quotes have been received for repairs to the road surface. One, £1,800 +VAT, for 'patch' repairs and one, £5,800 + VAT, for the complete resurfacing. Councillors resolved to consider full resurfacing in more detail and to gain further quotes. WB and JK were tasked with gaining additional quotes for the council to consider at a later meeting

c) Any other matters relating to roads and footpaths in the parish

None

10. Playground and Outdoor Gym:

a) Rota for routine playground and outdoor gym inspections

Both the play areas and the outdoor gym need to be inspected on a weekly basis. This was previously done by C Clark, so a new inspection rota now needs to be arranged. Councillors agreed to carry out the inspections in a monthly rota (AW, AB, MT, MS, WB then JK) with the swap over point for paperwork/inspections to be each PC meeting

b) Any other matters relating to the playgrounds or outdoor gym

The clerk reported that the annual inspections had been carried out and the reports received earlier that day. The Members had been forwarded the report; as there were no significant findings noted that required urgent attention, it could be considered at the June PC meeting.

11. Planning Matters WB not to be on circulation list, will look online

a) Updates on previously considered applications

b) Consider Planning Applications:

i) Application 41/19/00006

Land At, Seymour Lakes, Sloway Lane, Stretcholt, Bridgwater
Temporary erection of a timber lodge to be used as a key-workers dwelling for a fish farming enterprise.

It was noted that the PC has previously objected to a previous application because of poor siting of the dwelling but this application seems to be better thought out. Councillors unanimously resolved to SUPPORT this application as it is fit for purpose and in a better location than the previous application. Councillors also noted that support of local enterprise is to be welcomed.

ii) Application 41/19/00003

6 Gaunts Road, Pawlett, Bridgwater, Somerset, TA6 4SF
Extension of existing front and rear dormer windows and replacement of existing flat roofs with pitched tile roofs.

Councillors resolved to SUPPORT the application as the windows are already there and it is a good use of space

iii) Application 41/19/00008

20 Pound Road, Pawlett, Bridgwater, Somerset, TA6 4RZ
Approval of reserved matters, for the erection of 3 dwellings, parking and alterations to access (existing dwelling to be demolished).

It was noted that his application has returned to tandem parking again, despite this Issue being flagged by the PC as a concern on previous applications for the site. Councillors resolved to OBJECT to the above application as tandem parking is unacceptable in this location due to narrowness of the road and the proximity to the blind corner.

d) Possible planning breaches in the parish

None

d) Any other planning related matters notified to Clerk in advance of the meeting

None

12. To Receive Reports from Members of any Meetings attended as a representative of the parish council

i) Walpole Liaison meeting, 8th May

WB reported that only the Walpole group members & WB attended. He was given a site tour.

WB suggested at the meeting that the routine six monthly meeting is dropped but instead a six-monthly report is circulated to interested PCs and meeting called if any particular issues arise that need to be discussed

ii) Hinkley Point Special Site Stakeholder Group Meeting, 17 May

AW reported on a meeting regarding the approaching Magnox application for amendments to the current permissions for interim waste storage at Hinkley A. Magnox wish to vary the conditions so that waste from 3 other stations can be brought in as well. (110 skips/ 14 deliveries of intermediate & lo- level waste = 5% of stores capacity). However, AW reported concerns that the proposed application does not define the amounts and appears to be a blanket attempt to lift the condition of importing waste. Two public meetings are being

organised by Magnox (see the PC website for details) to explain the application and the PC will be given the opportunity to comment once the application has been formally submitted

13. Appoint the Parish Council's Representative on the Village Hall Management Committee

It was unanimously resolved to appoint Cllr A Baker

14. Consider Insurance renewal

The parish council reaches the end of its three-year long-term agreement with Hiscox on expiry of the current policy on 31st May.

Four quotes have been obtained by the clerk with the most competitive coming from Inspire,

via Came & Co Brokers. The quote for one year's cover from Inspire is £542.73. If a 3 year LTA is entered into the quote drops to £518.09.

Councillors unanimously resolved to commit to a three-year LTA with Inspire.

7 members of the public left the meeting at this point

15. Financial Matters.

a) To approve Year End Accounts, 31.3.2019

The clerk had previously circulated the year end accounts that showed that the balance total held by the council as of 31/3/19, financial year-end, was £38,804.26

The accounts were unanimously approved by the Council and signed by the Chair.

b) Approve payment of creditors.

Clerks Salary, May 2019	£420.30
Clerk's expenses & reimbursements	£142.52
Clerk's reimbursements (cheque already issued)	£1,044.21
Green energy, electricity on the Green (April 2018)	£9.52
SALC, membership renewal	£299.53
SLCC, membership renewal	£136.00
Mrs K Smith, Internal auditor	£40.00
Came & Company, Insurance Renewal	£518.09
Playground Inspection Company, play area inspections	£156.00
M Thomas, printing costs reimbursement	£24.00

d) Receipts received

None

e) Consider the addition of signatories to the parish council bank account

Only two members of the current council are registered as official signatories to the PC bank account held at NatWest; WB and AB.

Councillors resolved to add AW, MT & MS as approved signatories, and remove C Clark and H Smith from the approved signatories list held by NatWest.

WB and AB signed the bank mandate form requesting the changes and the clerk distributed the required individual identification forms to be completed by the new signatories and taken into branch for verification

f) Any other financial matters notified to the Clerk

None

16. Consider 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

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

Members agreed that replies to questions 1 to 8 be "Yes", and to question 9 be N/A. The page was then signed by the Chairman and the clerk

18. 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 Chairman

19. Circulated Correspondence

- 1) Somerset County Council
 - a. Roadside Grass Cutting 2019
 - b. Need for Adopt a Path volunteers
- 2) Sedgemoor District Council: The Sedgemoor Conversation
- 3) Somerset Waste Partnership: April & May briefings
- 4) Community Connect event, 10th June
- 5) NALC: A Guide to CIL
- 6) Avon & Somerset Police: Local Crime Report
- 7) Magnox: Public Drop-in sessions

20. Topics for Future Meetings.

None, other than those already noted above

21. Date and time of the next meeting –17th June 2019 at 7pm in the Village Hall, Old Main Road, Pawlett.

There being no further business, the meeting closed at 20.20