

Minutes of the Kilmersdon Parish Council
held at Coles Garden Meeting Room
at 7.30pm on Monday 14 July, 2014



PRESENT: Councillors R Morse, J Hubble, A Jolliffe and D Hudson

IN ATTENDANCE: Clerk.

Min No

1. APOLOGIES:

875 Apologies received from Cllr D Phripp, County Cllr H Siggs and Ward Cllr E Drew.

2. MINUTES:

876 The Minutes of the Parish Council Meeting held on 2 June 2014 were approved and signed.

3. PUBLIC SPEAKING TIME:

877 There was no public representation.

4. DECLARATIONS OF INTERESTS:

878 There were no declarations.

5. MATTERS ARISING:

879 **Item 6** was taken at this point, since a decision was not yet required.

The Clerk said he had received advice concerning the Annual Parish Meeting and suggested that it was possible to hold this meeting jointly with the Village Hall Open Day. He had previously emailed a copy of a related article to all Council members explaining the difficulties experienced nationally. Additionally, advice received from SALC was that a joint meeting could be held, provided that the Council set the time and date. The Clerk undertook to discuss the possibility with the Village Hall Committee before 21st June.

7. FINANCIAL MATTERS:

880 The Clerk reported that the external auditor, Grant Thornton LLP had returned all the accounting documents, with no observations or adverse comments. Members duly approved the accounts and the Clerk undertook to publish the Audit Closure Notice.

881 The Clerk's Income Tax payment was approved at £170.15.
Cheque No. 1076. (LGA 1972, s112.)

882 An invoice from the Clerk for salary at £680.32 and expenses at £81.88 was approved.
Cheque No.1077. (LGA 1972, s112.)

883 An invoice from EDF Energy for lighting was approved at £64.34.
Cheque No.1078. (PCA 1957, s3). (Final reading for closure of account)

884 An invoice from Somerset County Council for implementation of 30mph speed limit at Charlton was approved at £1000.
Cheque No. 1079. (Highways Act 1980, s274A).

7. FINANCIAL MATTERS (CONTD):

- 885 An invoice from Southern Electric for street lighting was approved at £3.13.
Cheque No.1080. (PCA 1957, s3). (Initial invoice against new contract)
- 886 A grant to Kilmersdon Parish News was approved at £400.
Cheque No. 1082. (LGA 1972, s142)
- 887 A grant to Kilmersdon Parish Church was approved at £1300.
Cheque No. 1083. (LGA 1972, s214)
- 888 An invoice from SLCC for the purchase of the Clerk's Manual, 2014, was approved at £35.50
Cheque No. 1084. (LGA 1972, s111)
- 889 An invoice from SJH Services for grass cutting was approved at £204.00.
Cheque No. 1085. (LGA 1972, s111)
- 890 An invoice from WJ Roadmarkings for re-lining the car parking spaces at the Village Hall was approved at £450.00.
Cheque No. 1086. (LGA 1972 s111.)
- 891 An invoice from Kilmersdon Meeting Room for hire of hall was approved at £60.
Cheque No 1087 (LGA 1972, s133)
- 892 To take advantage of an offer from Southern Electric for a reduced electricity unit rate, a direct debit form was completed and authorised by two Councillors: Cllr Jolliffe and Cllr Hudson.
Financial Note: The repealed Section 150(5) of the Local Government Act 1972 governed the stewardship of money by local councils. It required that 'every cheque or other order for the payment of money shall be signed by two members of the council'.
Although no longer the law, this remains good practice. (Governance and Accountability for Local Councils – A Practitioners' Guide (England) 2014 Appendix 10, which quotes in support, that Regulation 4(1) of the Accounts and Audit (England) Regulations 2011 requires local councils to ensure that financial management of the council is adequate and effective.)

8. ELECTION OF OFFICERS:

- 893 The election of a Village Day representative was deferred to the next meeting.
- 894 Membership of the Planning Working Party was deferred to the next meeting.

9. HIGHWAY MATTERS:

- 895 The Clerk said he had applied for further funding from the Flood Mitigation Team at Somerset County Council. He had inspected the length of stream from the pumping station to Waterside Lane; a distance of about 500 metres. Although a much shorter length of stream than the two lengths already cleared, it appeared that there was more debris and obstruction than those two combined.
- 896 The grant was intended primarily for structural work, rather than clearance, and may not be forthcoming in this instance. The Clerk had applied, but included a contribution of £1000 from the parish council. He explained that the terms of the grant allowed for funds to be offered elsewhere, should the council decide not to accept.

9. **HIGHWAY MATTERS (CONTD):**

- 897 It was agreed that maintenance work should be carried out on the sections of stream already cleared. Approximately four days would be needed and would be best carried out between now and September. The cost would be between £400 and £500, but a small amount remained from the earlier grant which may be used for this purpose. The Clerk to arrange with SJH Services.
- 898 It was agreed that overhanging branches on Jack and Jill Hill should be pruned back to avoid a repetition of the path becoming slippery during rainy weather. The Clerk to arrange with SJH Services.
- 899 The introduction of a 30mph speed limit at Charlton was progressing and the residents of Charlton had presented the formal acceptance papers to the council, together with a cheque for £500 as a contribution towards the installation costs.
- 900 The acceptance document, requesting Somerset County Council to proceed, was signed as confirmation of the requirement. The Clerk undertook to forward the document together with two cheques for a total of £1500 – this being £500 from Charlton and £1000 from the parish council.
- 901 Covering approval was granted for the payment already made to Somerset County Council in respect of the improvements in Kilmersdon Village, including the re-positioning of the existing 30mph sign.
- 902 A request had been notified to the Clerk to arrange strimming of the verge near the Thatched Cottage to improve the sight line at the junction with Hoares Lane and th3 B3139. The Clerk undertook to make the necessary arrangements with SJH Services.

10. **PLANNING MATTERS:**

- 903 Questionnaires concerning the Village Design Statement were being received. A few had been received on each of the methods of collection, which showed they were working. However, the total number so far received was 9 responses.

Planning permissions applied for:

- 904 **Ref:** 2014/1003/HSE
Proposal: A two-storey side extension in a style to match the existing and extension of the existing single storey rear extension.
Location: 1 Railway cottages, Kilmersdon Radstock. BA3 5SR.
Applicant: Mrs Antonella Bonetti
Application Type: Householder Application.
Members present had no objection and recommended approval

- 905 **Ref:** 2014/1348/TCA
Proposal: Proposed works to / felling of trees in a Conservation Area
Location: Silverstones Silver Street Kilmersdon Frome Radstock.
Applicant: Mr Phil Shirley
Application Type: Felling Trees in a CA
Not fully discussed, but would be addressed on receipt of details.

- 10. PLANNING MATTERS (CONTD):**
906 The periodical request was received from the Senior Enforcement Officer, MDC, seeking information on traveller sites, both authorised and unlawful. It was noted that unauthorised camping had taken place near Mells Down Farm and Jericho House. The Clerk undertook to notify MDC.
- Post meeting note: The Officer visited the properties on 18th July and reported to the Clerk that there was no unauthorised camping at, or near, the properties and the two residents were satisfied that everything was in order.
- 11. PLAY EQUIPMENT:**
907 In view of the response from Linden Homes, it was agreed that the fence remaining between the two sections of the playing field should now be removed. The Clerk undertook to inform Linden's because their utility cable would be affected by the removal.
- 908 Additionally, it was noted that repair work on the footpath at the nearby corner of the car park was still outstanding. The Clerk undertook to obtain the latest position from Linden Homes.
- 12. PCSO:**
909 The Chairman updated members on a meeting called by Avon and Somerset Police for parish councillors to express their views on policing. The allocation of a PCSO for the parish was still awaited.
- 13. REVIEW OF PROCEDURES:**
910 The Clerk read out the amended section of the Risk Assessment relating to online backup of council records.
- 911 The Risk Assessment was then adopted. Proposed by Cllr Hudson seconded by Cllr Jolliffe.
- 14. VILLAGE HALL:**
912 Covering approval was granted for the payment of £450 to WJ Roadmarkings Ltd for repainting the parking spaces at the Village Hall car park.
- 15. CORRESPONDENCE:**
913 None received.
- 16. MATTERS OF REPORT & ITEMS FOR NEXT MEETING:**
914 None
- 17. DATE OF NEXT MEETING:**
915 **The next Parish Council meeting will be held on 8 September at 7.30 p.m. in the Coles Garden Meeting Rooms.**
- 916 There being no other business, the meeting closed at 9.30pm