

**Minutes of the Kilmersdon Parish Council**  
**held at Coles Garden Meeting Room**  
**at 7.30pm on Monday 15 June, 2015**



**PRESENT:** Councillors S Gibbs, D Hudson and R Morse.

**IN ATTENDANCE:** Clerk.

**Min No**

**1. APOLOGIES:**

889 Apologies received from A Jolliffe, D Phripp, County Cllr H Siggs and Ward Cllr E Drewe.

**DECLARATIONS OF INTERESTS:**

**2.** 890 There were no declarations.

891 The Clerk said he had received all the Councillors' Declaration of Interest forms and would be forwarding copies to the Monitoring Officer.

**3. PUBLIC SPEAKING TIME:**

892 Two representatives from The North Somerset Railway Project spoke about their plans to re-open the railway from Radstock to Frome as a Heritage operation. The business plan and summary had already been noted by council members and published on our website. In detailing their outlook, the representatives expressed their wish to consult fully with the public.

**4. MINUTES:**

893 The Minutes of the Parish Council Meeting held on 18 May 2015 were approved and signed.

**5. MATTERS ARISING:**

894 The Clerk had been approached by an organisation, "Making Parishes Better Places," with an offer to publish the parish council's financial and associated documentation to help it comply with recently introduced legislation and the Transparency Code for local councils. It was considered that the current method of publication on the parish council website was adequate, but the details of the offer to be kept on file.

895 The Clerk said he had received notice of a number of funding sources via the Parish Bulletin and would forward the link to members.

**6. FINANCIAL MATTERS:**

896 The Clerk reported that the internal auditor had cleared the account and all documents were now with the external auditor, Grant Thornton LLP. There were no observations or adverse comments, but after discussion with the Internal Auditor it had been agreed to notify Grant's of a discrepancy in the payment of income tax. HMRC had agreed that the reporting through the RTI system was correct. However, the cash payments via the Post Office were not being recorded correctly at HMRC. The effect was that their record shows an underpayment of approximately £150, but it has been clearly demonstrated to HMRC that the payments were made and are up to date.

**FINANCIAL MATTERS: (CONTD)**

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- 897 The Clerk said he had not yet prepared the draft of the recently revised Financial Regulations, but hoped to do so before the next meeting.
- 898 A bank mandate was signed to remove one signatory, J Hubble, who had not been re-elected.
- 899 The Clerk's salary was approved in advance of July meeting at £868.95. (To comply with HMRC tax reporting requirements.)
- 900 An invoice from Southern Electric for street lighting in May was approved at £3.15. (To be cleared by DD on 19 June) (PCA 1957, s3).
- 901 The method of payment by Direct Debit for electricity was reviewed and, as it was working satisfactorily, it was agreed to continue with that arrangement.
- 902 An invoice from Kilmersdon Meeting Room for room hire was approved at £40.00  
**Cheque No. 1113. (LGA 1972, s133)**
- 903 An invoice from Paul Clark, Accountants, for audit services was approved at £180.00  
**Cheque No. 1114. (AAR 2011 (6)).**
- 904 An invoice from Kilmersdon Village Hall for hire of room was approved at £15.00  
**Cheque No. 1115. ( LGA 1972, s 133 )**
- 905 The Clerk reported that County Councillor Harvey Siggs had forwarded a cheque in respect of the Flood Prevention Grant. He had been delayed in presenting the cheque personally because it had co-incided with the election purdah period; therefore, he had forwarded the cheque by post. The Clerk confirmed the amount had been paid in to the parish council Business Reserve Account, from which the original expense had been taken.

**7. PLAYING FIELD:**

- 906 It was agreed that Cllr Gibbs would carry out safety inspections in the playing field. The Clerk undertook to provide forms, for return to him on completion.
- 907 It was confirmed that action was in hand to provide pedestrian access to the playing field from the car park, by making a space through the fence.

**8. LITTER AND MAINTENANCE:**

- 908 It was considered that removal of litter could be formalised, but it would be necessary to establish a risk policy and to ascertain whether MDC would assist in providing litter picking equipment.
- 909 Maintenance had previously been carried out in the Lengthsman Scheme. Since the scheme was no longer in operation, it was considered that tasks might be allocated to local contractors. The Clerk undertook to check the budget figures to ascertain whether any changes could be made within current financial provision, to allocate any sums to the task.
- 910 Following a report of damage to a style in Waterside Lane, School Lane, the Chairman undertook to carry out an initial inspection.

**9. HIGHWAY MATTERS:**

911 The matter of re-opening the Radstock to Frome railway was considered and it was confirmed that support would be given in principle, but would remain subject to review when the details became finalised.

912 The Clerk said he was due to discuss the current position on Tuesday 16<sup>th</sup> June and would report the outcome.  
(Post meeting note: Although a telephone appointment had been arranged between the Clerk and the Highways officer, this did not happen.)

913 Reports from the public indicated there was concern over the levels of traffic through the village. Recent statistics from locally placed SIDs showed that speed of traffic was not a problem, but it was considered, instead, that the weight of traffic had increased because of the influence of road and residential development at Radstock. The Clerk undertook to make further enquiries of the SID manager to ascertain whether related information was available.

914 Full details of a scheme to provide parishes with individual SIDs on a shared basis were considered, but in view of the level of commitment to administration it was decided to decline the offer.

915 It was noted that the footpath on Kilmersdon Hill had become narrow from nearby subsidence. The Clerk undertook to ask Highways to “side out” the verge on the hill.

**10. PLANNING MATTERS:**

916 Ref: 2015/1231/HSE

Proposal: Extension of house to provide an attached annexe.

Location: Knoll House School Lane Kilmersdon Frome BA3 5TE

Applicant: Mrs D Davies

Advance notification of this application was noted and the Clerk undertook to obtain an extension of the consultation date to allow time for it to be discussed at the next parish council meeting.

**11. PCSO REPORT:**

917 A report showing a number of crimes in Frome North area was noted. Locations were not stated.

918 A joint rural meeting had been held on 9<sup>th</sup> June at which two priorities were agreed:  
1. Speeding in the rural villages  
2. Inconsiderate parking.

**12. CORRESPONDENCE:**

919 None received.

**13. MATTERS OF REPORT & ITEMS FOR NEXT MEETING:**

920 Allocation of grants to local organisations.

- 14. DATE OF NEXT MEETING:**
- 921 **The next Parish Council meeting will be held on 20<sup>th</sup> July 2015 at 7.30 p.m. in the Coles Garden Meeting Rooms.**
- 922 There being no other business, the meeting closed at 10.30pm