

**Minutes of the Kilmersdon Parish Council  
held at Coles Garden Meeting Room  
at 7.30pm on Monday 7 September, 2015**



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

**IN ATTENDANCE:** Clerk.

PCSO Mark Storey and one member of the public.

**Min No**

**1. APOLOGIES:**

963 Apologies received from A Jolliffe, County Cllr H Siggs and Ward Cllr E Drewe.

**DECLARATIONS OF INTERESTS:**

**2.** 964 There were no declarations.

**3. MINUTES:**

965 The Minutes of the Parish Council Meeting held on 20 July 2015 were approved and signed.

**4. PUBLIC SPEAKING TIME:**

966 A member of the public spoke about some of the footpaths and indicated which ones were in need of attention. The condition of the Orchard area was also mentioned. The Clerk undertook to write to the farmers, requesting that the paths be reinstated.

**5. MATTERS ARISING:**

967 The Clerk said he received details of the proposed devolution of power to major cities and would forward the information to all Councillors.

(Post meeting note:

(It is understood that 36 cities have expressed an interest in receiving devolved powers.)

968 He also had information concerning the re-use of council information, which he would forward to all Councillors. It was likely that current information, already in the public domain, would need to be reformatted for re-use by other agencies, rather than be provided "as is."

**6. FINANCIAL MATTERS:**

969 The Clerk had investigated the Grant Thornton observation that "the council must be able to explain on what basis it was appropriate to give a positive response to the assertion that it has maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems" and had concluded that a change in process would provide a satisfactory solution.

970 Members agreed his proposal that the accounts be approved in April of each year and final acceptance given at the following meeting in May. The change would put pressure on the Clerk and the Council in making this change, but the Internal Auditor had confirmed that it would not affect his part of the process.

**FINANCIAL MATTERS: (CONTD)**

**6. FINANCIAL MATTERS: (CONTD)**

- 971 It was agreed that the audit may now be closed and the Clerk undertook to publish the relevant notice of closure.
- 972 The Clerk said he had completed the draft of the revised Financial Regulations and would email the document to all Councillors before the next meeting.
- 973 Although the Clerk had previously completed a bank mandate for Cllr Gibbs, she said the bank had accepted the identity check, but had asked for a bank mandate to be completed. The Clerk undertook to repeat the exercise.
- 974 Covering approval for an invoice from SJH Services for grass cutting was granted at £180.00 (Received after the previous meeting)  
**Cheque No. 1124.** (LGA 1072, s111)  
Proposed by Cllr D Hudson: seconded by Cllr D Phripp
- 975 An invoice from SJH Services for grass cutting was approved at £210.00.  
**Cheque No. 1125.** (LGA 1072, s111)
- 976 An invoice from Southern Electric for street lighting in June was approved at £15.91. (To be cleared by DD on 21 August) (PCA 1957, s3).
- 977 The Clerk proposed that the Council give its approval for the Clerk's salary for a year in advance. This would enable Tax Reporting to be more efficiently completed each month and would meet both the tax and local government laws. Members agreed and directed that approval would be granted now, and repeated in October each year, to coincide with the annual appraisal of the Clerk's workload and salary reviews.
- 978 The Clerk presented the annual budget preview for consideration of financial options in advance of the December meeting.

**7. PLAYING FIELD:**

- 979 Approval to use the car park and part of the playing field, for a wedding reception, on 28<sup>th</sup> May 2016 was confirmed following a site meeting with the Clerk and Chairman on 4<sup>th</sup> August. The Clerk undertook to write to the family.

**8. LITTER AND MAINTENANCE:**

- 980 The Clerk presented an estimate from SJH Services for maintenance of additional small areas of grass and verges in Kilmersdon. The costs for initial work were accepted at £310, but clarification was required for the ongoing costs and proposed frequency of cutting.
- 981 The Clerk undertook to refer to the contractor for clarification.

**9. HIGHWAY MATTERS:**

- 982 The Clerk said he had discussed further with Highways the possibility of moving the 30-mph sign at the east end of Kilmersdon to its original position. The response was that the sign could be moved, but that would be nearer the end of the current year and a contribution towards the cost would be required from the council. Members agreed that a sum of £150 could be made available. The Clerk undertook to request that the sign be moved.

**HIGHWAY MATTERS (CONTD):**

**HIGHWAY MATTERS (CONTD):**

983 A low response had been received for the proposal for speed countdown signs and pictorial village signs. Three people were against pictorial signs; one in favour. For countdown signs, one response against. Therefore, it seemed that current arrangements were satisfactory and it was agreed that the request to Highways be limited to just moving the 30mph sign.

984 It was noted that drivers descending Kilmersdon Hill were illegally crossing the double hazard line. In view of the potential dangers, the Clerk undertook to refer to Highways and the Police to ascertain whether any effective action could be taken.

985 The overgrowth in Silver Street was becoming a problem and the Clerk undertook to approach Highways and the Housing Associations to carry out suitable maintenance.

**10. PLANNING MATTERS:**

986 Advance notice was received concerning planning application, Ref: 2015/1448/FUL, for construction of a shop and café adjacent to the Village Hall. The Clerk undertook to obtain an extension to the consultation date, since there had been no time to give notice of the application.

(Post meeting note:

(The consultation date was extended to 7<sup>th</sup> October, which will allow time for public notice. A date was set for 7pm on the 5<sup>th</sup> October for a public meeting at the Village Hall, to be followed immediately by a parish council meeting.)

***permissions granted:***

987 Ref:2015/1251  
Proposal: Extension of House to provide an attached annex  
Location: Knoll House, School Lane Kilmersdon

988 Ref:2015/1368  
Proposal: Single storey classroom  
Location: St Benedicts RC Primary School Charlton Lane.

**11. PCSO REPORT:**

989 PCSO Mark Storey cited a recent number of farm equipment thefts and explained the value of the FarmWatch Scheme. He offered to visit anyone interested to give further details and assist with signing up to the scheme.

990 It was agreed to advertise the Scheme in the next newsletter.

991 The next Rural PACT Meeting is to be held on 29<sup>th</sup> September.

**12. CORRESPONDENCE:**

992 Letter from Mendip Community Transport. Need for volunteer co-ordinators. Members noted an invitation to a meeting on 1st October.

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

993 None.

**14. DATE OF NEXT MEETING:**

994 **The next Parish Council meeting will be held on 5<sup>th</sup> October 2015 in the Village Hall, preceded by a Public Meeting commencing at 7.00pm.**

995 There being no other business, the meeting closed at 9.50pm