

KILMERSDON PARISH COUNCIL

YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL TO BE HELD AT COLES GARDEN MEETING ROOM, KILMERSDON ON MONDAY 21st MARCH 2022 AT 7.30PM

A G E N D A

1. **APOLOGIES** To receive apologies for absence
2. **DECLARATIONS OF INTEREST** To note any Councillors' interests
3. **MINUTES** 21st February 2022 (**Pages 1-4**).
4. **PUBLIC SPEAKING TIME** (max 15 mins).
5. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross	Net	Power	Ch no
L Close	Feb Salary	£256.62	£256.62	LGA 1972 S112	EB86
Primrose	Monthly Ground maintenance – March	£175.50	£146.25	LG(Misc Provisions) Act 1976 s.19	EB87
Primrose	Strimming alongside footpath leading to Silver St	£12.00	£10.00	LG(Misc Provisions) Act 1976 s.19	EB88

- (1) **S.137 limit** for 2021/22 is £8.41 x 250 = £2,102.50. The Parish Council has already paid £2,000 in grants this year and therefore the grant contribution to the Jubilee Celebration should be given in 2022/23. The s.137 limit for 2022/23 is £8.82 x 250 = £2,205. Therefore, care should be taken to ensure that the Parish Council does not exceed this limit next year. One way to avoid this is to allocate the £400 Jubilee Celebration grant to the grants budget of £2000.
- (2) **Internal Audit** – Paul Clarke is retiring this year and has handed over his business to Incisive Accounting. To confirm the Internal Auditor for the 2021/22 accounts.
- (3) **Village Hall Hire for the public meeting regarding the Jubilee** – The Village Hall has kindly waived the fee.

6. HIGHWAY MATTERS

- **Speeding and Cottages between Charlton and the White Post on the B3139** The Parish Council to continue to chase for action to address this accident hotspot every month. Cllr Pullin has agreed to attend this meeting.
- **Chevrons after the bridge when leaving Kilmersdon** The Clerk contacted County Road and Sara Davies of Highways on 22/2/22 with the request for Chevrons.

7. PLAYING FIELD

1. The slide is cracked at the top. (Cllrs Nagel and Brand to remove)

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2. Lorries overnight in the Village Hall Car Park. The Clerk contacted the PCSO for advice 22/2/22.
3. From the weekly checks - Part of the old train was lying in the field, other parts in the train presumably to cover the mud. However, there are nails protruding from some of the pieces.

8. PLANNING APPLICATIONS (Cllr Butt)

9. **QUEEN'S PLATINUM JUBILEE CELEBRATION** To confirm payment in 2022/23 of £400 as a contribution to the Queen's Jubilee celebration (s.137 allocation)

10. LOCAL HERITAGE ASSETS

11. FORWARD PLANNING (Pages 5-7)

12. CORRESPONDENCE

13. OUTSIDE BODIES

14. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

15. DATE OF THE NEXT MEETINGS

2022: Tuesday 19th April, 16th May, 20th June, 18th July, 19th Sept, 17th Oct, 21 Nov, 19th Dec.

Part 2 To resolve to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings Act) 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

16. REVIEW OF LEASES

17. **ANNUAL PAY REVIEW (Pages 8-9)** The last pay review of the Clerk was April 2020 when the spinal point was increased (within the sp7-12 range) from sp8 to sp9. To consider the pay review of the Clerk.



Lesley Close
Parish Clerk
8th March 2022

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KILMERSDON PARISH COUNCIL

Minutes of a Meeting of Kilmersdon Parish Council Held at Coles Garden Meeting Room, Kilmersdon At 7.30pm on Monday 21st February 2022

PRESENT: Cllrs E Drewe (Vice Chair, in the Chair), N Ham, D Hudson and B Nagel.

ABSENT: Cllrs Neil Brand (Chair), Raph Butt, Gael Doswell.

ATTENDING: L Close, Parish Clerk.

128. APOLOGIES

Apologies for absence were received from Cllrs N Brand, R Butt, and from A Barkshire, Mendip District Council.

129. DECLARATIONS OF INTEREST

There were no declarations of interest.

130. MINUTES

The minutes of the Parish Council meeting held on 17th January 2022 were **agreed** as a true record and signed at the meeting.

131. PUBLIC SPEAKING TIME

There were no members of the public.

132. FINANCIAL MATTERS

The following payments were **agreed**. The Clerk scheduled the payments for 24th February 2022 and sent a screen shot of the electronic banking payment list to all Councillors for confirmation.

Minutes are draft until approved at the next meeting.

Signed:

Date:

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Payee	Detail	Gross	Net	Power	Ch no
L Close	Jan Salary	£256.42	£256.42	LGA 1972 S112	EB80
Primrose	Monthly Ground maintenance – Feb	£175.50	£146.25	LG(Misc Provisions) Act 1976 s.19	EB81
GB Sport and Leisure	Play Inspections 2021	£216.00	£180.00	LG(Misc Provisions) Act 1976 s.19	EB82
GB Sport and Leisure	Play Inspection Jan 2022	£114.00	£95.00	LG(Misc Provisions) Act 1976 s.19	EB83
Kilmersdon Village Hall	Hall Hire for public meeting on the Jubilee. Agreed but held pending a request to waive this fee since Kilmersdon Village Hall offered to provide the hall free of charge for Jubilee purposes.	£20	£20	LG(Misc Provisions) Act 1976 s.19	EB84
Peter Abbott Co. West via Cllr Nick Ham	Bolts for internal inspection of the swings	£15.85	£13.21	LG(Misc Provisions) Act 1976 s.19	EB85

A VAT Payment was received for the year in the amount of £6,997.27.

133. HIGHWAY MATTERS

- **Speeding and Cottages between Charlton and the White Post on the B3139** No further update from Cllr Pullin.
- **Chevrons on the Kilmersdon side of the bridge** These chevrons have been done. Now requested that chevrons go in after the bridge, after the Babbington turning and on the next bend. *Action – the Clerk*

134. PLAYING FIELD

1. Post and rail fencing – on hold for now.
2. Checking the Integrity of the swings – Cllr Ham and the engineer took the castings off the swings for an internal check of the integrity of the structure. They removed the bolts and put in a camera which showed no problems with the integrity of the swings. Cllr Drewe to send the engineer’s details to the Clerk so that a letter of thanks may go from the Parish Council and to ask him about his fee. *Action – Cllr Drewe and the Clerk*
3. From the weekly checks – The cracking of the swing at the top. This is now high risk on the latest play inspection. Cllr Nagel to remove it urgently. *Action – Cllr Nagel*
4. Overnight lorries in the car park – This has been reported by the Village Hall Manager. All Councillors to keep an eye on this and the Clerk to report it to the PCSO as an inappropriate place to park up and sleep overnight. *Action – all Councillors and the Clerk*
5. Tree Planting in the playing field – a Beech tree has been delivered to Cllr Ham for planting in the playing field.

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135. PLANNING APPLICATIONS

- 2022/0045/FUL Installation of windows and doors: Red House Holiday Homes White Post To Charlton Road – there were no objections.
- Notice of public consultation, land east of A367 Midsomer Norton, circulated by email 24/1/22 – Noted that this is not a Mendip DC consultation but to respond anyway to the developer stating that there are too many houses, it will increase traffic causing safety issues in the village and cause an unacceptable strain on local services. A full package of road safety and a pedestrian crossing in the village would be essential.
- Kilmersdon No.8 (2022) Agricultural land at Frome Road, Hemington (M1390) Tree Preservation Order – there were no objections
- 2021/1509/FUL 21 day reconsultation. 3 detached dwellings and a double garage. Land west of Madgapur, Fosseyway – Objected on the grounds that the access road is too narrow to safely accommodate the extra traffic.
- 2022/0251/TCA Flowering Hawthorn – Fell. The Tallat House Silver Street Kilmersdon Type: Works/Felling Trees in a CA – there were no objections.

136. ANNUAL REVIEW OF THE INSURANCE SCHEDULE

The revised Annual Review of the Insurance Schedule was **agreed**.

137. QUEEN'S PLATINUM JUBILEE CELEBRATION

Agreed to contribute £400 from the Parish Council towards the Band and to put the Jubilee on the next agenda.

The draft article for KP News from Sue Meadows was read out and **agreed** with the removal of 'a bbq and' and to describe the ramble as 'proposed'. Cllr Neil Brand has offered to be the contact for volunteers. *Action – the Clerk*

138. CORRESPONDENCE

There was no correspondence.

139. OUTSIDE BODIES

There were no items raised.

140. ITEMS OF REPORT AND ITEMS FOR THE NEXT MEETING

Local Heritage List – Suggested heritage assets in the village were The Sheep Field, Jack and Jill Hill. **Agreed** that residents be asked for any other suggestions via KP News. *Action – the Clerk*

141. DATES OF NEXT MEETINGS: 2022: 21 March, Tuesday 19th April, 16th May, 20th June, 18th July, 19th Sept, 17th Oct, 21 Nov, 19th Dec.

142. CONFIDENTIAL SESSION

Minutes are draft until approved at the next meeting.

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It was agreed to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

143. TO RECEIVE ANY UPDATE ON LEASES

The sub lease was considered in detail. **Agreed** (1) to remove an allocation of car parking spaces for the Village Shop from the draft; (2) with this amendment to contact Cllrs Brand and Butt for their agreement that, to keep legal fees to a minimum the draft be sent to the Landlord for agreement before any other final amendments take place, as indicated by the square brackets in the draft. *Action – the Clerk*

The meeting ended at 8.40pm

Minutes are draft until approved at the next meeting.

Signed:

Date:

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Forward Planning – to bring to the Parish Council every quarter:– June/September/December/March

Date	Item	Financial consideration	Update
1 Feb 2018	Moving the 30mph signs to their original positions, with gates outside no. 3 and at the bottom of the hill.	Feb 2018 Parish Council agreed to fund £2,000, this being 50% of the works.	April 2018 - This is waiting to go on the Somerset CC schedule of works. Cllr Pullin confirmed he would chase this when he sent apologies for the 17/9/18 meeting. Cllr Drewe said he would follow it up at the 17/9/18 meeting. Clerk chased 22/10/18 via Sara Davis. 18/3/19 Cllr Drewe reported this was in hand for the following month. 4/6/19 Clerk chased Sara Davies for a meeting to pursue this and the Armco barriers and parking outside the pub. Response received 25/6/19 for the 15/7/19 PC agenda. Since then the County Councillors and neighbouring parishes have met to discuss the 40mph limit from Norton St Philip to the White Post roundabout. 15/6/20 – Mike Pullin expected to attend the July 2020 meeting with an update. 15/2/21 – Mike Pullin updated the Parish Council.
2 Sept 2018	Review of leases		Head lease completed August 2021. Sub lease commenced August 2021.
3 July 2019	Noticeboards at Coles Garden and the spiral garden		To schedule painting/ varnishing of the noticeboards in 2022. To note that the posts need stabilizing 22/6/21
4 Nov 2019	The hedge which abuts the garden machinery car park – Many thanks to Cllr Ham for cutting the hedge.		16/3/20 -Hedge has been taken out of the playing field spec. Cllr Ham to look at cutting it back in April and invoice accordingly. 16/5/20 – Agreed to hold this work in abeyance until September whilst discussions on the car park lease take place.

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5	July 21	Zipwire installed – requires annual check		20/7/20 - concern was raised at the overgrown vegetation, which was later cut back by the landlord. 22/6/21 – agreed the hedge should be cut back to the fenceline at the next cut. To schedule test for July 2022
6	Sept 21	Neighbourhood Plan is no longer being pursued by the Neighbourhood Plan working group.		To re-visit this subject in December 2021 to find out if anyone in the Parish Council would like to take it on. Jan 22 agreed to put it in KP News for volunteers. Cllr Drewe is interested in being part of the group. No further volunteers have come forward.
7	Sept 21	Installing a steel slide on the MPU – GB Sport and Leisure requested the dimensions of the aperture and its distance to the ground, which the Clerk sent w/c 5/7/21 and chased 20/7/21 - £2,446.80 plus VAT includes installation. Quotes being sought to replace the multi play. Caloo - £17,094, GB Sport and Leisure - £29,519, Sutcliffe - declined to quote because of work load.		To put the swings as a priority and place this item on hold pending funding. Feb 2022 the swings have been deemed safe by an engineer, therefore suggest we remove this from the Forward Planning list.
8	Jan 22	Request for two litter bins in laybys in Charlton		Agreed to hold this pending due to budget constraints and to revisit it in May. Glasdon - £1,091.48 for two bins
9	Jan 22	Fingerpost renovations		–Agreed to put the renovation of the fingerposts on hold until next year's budget constraints are more fully known.

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10	Jan 22	Re-painting the car park lines and clarifying the number of accessible parking spaces required	The quote was received in the amount of £750 if done 7am to 5pm or £1250 out of hours. Agreed to hold this pending until May when it would be brought back in the context of the next budget.
11	Feb 22	Post and rail fencing to stop people driving across the grass	Agreed to put this on hold for now.

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2 MARCH 2022

E01-22 | NATIONAL SALARY AWARD 2021/22

The National Association of Local Councils has been informed that the National Joint Council for Local Government Services (NJC) has agreed the new rates of pay applicable from 1 April 2021. They state:

Pay Agreement has been reached on rates of pay applicable from 1 April 2021.

Employers are encouraged to implement this pay award as swiftly as possible.

Backpay for employees who have left employment since 1 April 2021

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2021 to the employee's last day of employment.

When salary arrears are paid to ex-employees who were in the Local Government Pension Scheme (LGPS), the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly. Further detail is provided in [section 15 of the HR guide](#) which is available on the [employer resources section of \[www.lgpsregs.org\]\(http://www.lgpsregs.org\)](#).

The annex below lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be applied from 1 April 2021.

Annex 1

SCP	1 April 2020		1 April 2021		Scale Ranges
	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	£17,842	£9.27	£18,333	£9.53	Below LC Scale (for staff other than clerks)
2	£18,198	£9.46	£18,516	£9.62	
3	£18,562	£9.65	£18,887	£9.82	
4	£18,933	£9.84	£19,264	£10.01	
5	£19,312	£10.04	£19,650	£10.21	
5	£19,312	£10.04	£19,650	£10.21	LC1 (5-6) (below substantive range)
6	£19,698	£10.24	£20,043	£10.42	
7	£20,092	£10.44	£20,444	£10.63	LC1 (7-12) (substantive benchmark range)
8	£20,493	£10.65	£20,852	£10.84	
9	£20,903	£10.86	£21,269	£11.05	
10	£21,322	£11.08	£21,695	£11.28	
11	£21,748	£11.30	£22,129	£11.50	
12	£22,183	£11.53	£22,571	£11.73	
13	£22,627	£11.76	£23,023	£11.97	LC1 (13-17) (above substantive range)
14	£23,080	£12.00	£23,484	£12.21	
15	£23,541	£12.24	£23,953	£12.45	
16	£24,012	£12.48	£24,432	£12.70	
17	£24,491	£12.73	£24,920	£12.95	
18	£24,982	£12.98	£25,419	£13.21	LC2 (18-23) (below substantive range)
19	£25,481	£13.24	£25,927	£13.48	
20	£25,991	£13.51	£26,446	£13.75	
21	£26,511	£13.78	£26,975	£14.02	
22	£27,041	£14.05	£27,514	£14.30	
23	£27,741	£14.42	£28,226	£14.67	
24	£28,672	£14.90	£29,174	£15.16	
25	£29,577	£15.37	£30,095	£15.64	
26	£30,451	£15.83	£30,984	£16.10	
27	£31,346	£16.29	£31,895	£16.58	
28	£32,234	£16.75	£32,798	£17.05	