

MINUTES OF SHOCOMBE PARISH COUNCIL ANNUAL MEETING HELD ON THURSDAY 6TH
MAY 2021

Present: Alan Keating, Carolyn Keating, Fiona Crockett, Ian Cannock, Joy Schneiderman, Angelina Lewis, Danielle Parker, Tricia Wastvedt, Glen Harrington and Jean Fossaceco (Clerk)

Neil Butters was also in attendance

Apologies: None

Election of Chair/Vice Chair and RFO: Carolyn Keating was voted in as Chair for a further year – proposed – Glen Harrington and seconded - Joy Schneiderman, Ian Cannock as Vice-Chair – proposed Glen Harrington and seconded – Angelina Lewis. The clerk, Jean Fossaceco, was confirmed as the Responsible Financial Officer.

Election of Councillors to other roles and responsibilities: These were completed (see separate table)

Subscriptions/Donations/Precepts: These were confirmed with amounts, if required, for the Burial Board and Newsletter to be established as none were required last year.

Confirmation of dates for forthcoming meetings for the remainder of the financial year:

15th July, 3rd September, 18th November, 13th January 2022, 10th March 2022

MINUTES OF THE MEETING OF SHOSCOMBE PARISH COUNCIL HELD ON THURSDAY 6th
MAY 2021

Present: As above

1. **Apologies:** None
2. **Declaration of Interests for this meeting:** None declared
3. **10 Minutes Public Participation:** Mr Tim Wainwright attended the meeting to discuss the quote forwarded to the Council for proposed CCTV installation at the Village Hall and car – park. Questions were invited and addressed with helpful explanations.
4. **Minutes of the last meeting on 11th March:** All in order

5. Clerk's Report	ACTION	TIMELINE
As distributed		
6. Financial Matters:		
<p>Presentation of Financial paperwork: The AGAR Statements had been presented to the Council electronically. These were reviewed and unanimously approved including the internal auditor's report and will be submitted to our external auditors:</p> <ol style="list-style-type: none"> 1. Annual Governance Statement Section 1 – Minute reference 1 Proposed – Carolyn Keating and seconded – Glen Harrington 2. Annual Accounting Statement Section 2 – Minute reference 2 Proposed – Ian Cannock and seconded – Glen Harrington <p>Payments in: Half yearly precept - £5261.10 Village Hall - £709.00</p>	JF	Within timeframe required

<p>The following cheques were passed unanimously for payment: Clerk's Salary - £532.00 HMRC - £133.00 Clerk's Expenses – £169.32 (includes standard expenses plus Internal Audit fee £20 and McFee £89.99) Flooring and Lino for Village Hall – £709.00 Printing of Climate Change Survey - £62.50 Website Domain Fee - £19.19 ALCA - £99.59 (paid as already authorised) ALCA – Good Councillor Training - £200 Burial Board - £476.00 – if required Newsletter - £300 – if required BH1B Insurance 2020/21 – Increase in Village Hall value £306,000.00 – Premium £571.87 Play area Inspections - £182.66 plus VAT (when received)</p> <p>Discussions took place regarding the purchase of dedicated email address mailboxes which would cost £15.00 per person per year. Tricia Wastvedt will talk other Councils.</p>	<p>JF</p> <p>TW</p>	<p>As and when required</p> <p>ASAP</p>
7. Planning		
<p>A.Weeks – St Julian's Farm - 21/01678/ADCOU – following discussions, it was agreed the clerk would submit a response of 'support' to B&NES Planning. It will also be clarified in the newsletter that this application pertains to the land at the end of the Cinder Path by the school.</p> <p>Both the following decisions were noted: B. Springfield Farm decision 21/000840/CLEU C. Paglinch Farm decision 21/00357/FUL</p> <p>It was decided that, in order for residents to have details of planning applications in good time, once details have been notified to the clerk, they will be put onto the website, Facebook page and on notice boards.</p>	<p>JF</p> <p>JF/Website co-ordinator/CK</p>	<p>ASAP</p> <p>When required</p>
8. Climate Change and Sustainability Update from Working Group		
<p>Report distributed. This will now be known as the Climate and Nature Group. Following on from the survey, people have registered for the On-line Climate and Nature Community Forum, May 19th 2021, 7-9.00pm. There is still time to register.</p>	<p>TW/AL</p>	<p>Ongoing</p>
9. Community Matters		
<p>A) Community Fund – no further requests have been made. B) Ward Councillor Empowerment Fund – after much discussion, it was decided an application will be submitted to this fund towards a new picnic table outside the play area which, following research, would cost around £400 plus VAT for a recycled plastic one. We will also look into how accessible this would be for wheelchair users. It was agreed to submit an application – proposed – Carolyn Keating and seconded – Joy Schneiderman. All in favour.</p>	<p>CK</p>	<p>ASAP</p>

10. Village Hall/Recreation Ground & Play Area		
<p>A) Weekly checks are all going well with the play area/fence repairs in hand. The clerk will check on the schedule for these to be completed. Following the competition at the school asking for play equipment suggestions, these are being investigated but it was noted, they are expensive. One suggestion from users is that the bench in the play area, currently situated under the tree in the shade, be moved to a sunnier area.</p> <p>B) The rota for locking the gate to the car park is longer in operation. As the Hall is allowed to take bookings, with these finishing at a variety of times, it was not felt practical to continue with this. Many thanks to those who were involved.</p> <p>C) Proposal to install CCTV at the Hall and in the car park – this is as a result of reports from neighbours regarding cars speeding around the car park at night and anti-social behaviour in general in the area. It has also been considered that since significant improvements have been made to Hall, CCTV could protect against potential vandalism or break ins. Therefore, following Mr Wainwright’s quote and Q&A earlier this evening and 2 further quotes having been acquired, discussions took place regarding the viability and costs regarding this initiative. Costs vary as does the specification and clarification is needed as to who would fund this. It was decided that the 3 quotes should be comparable in terms of specification allowing all parties to compare ‘like for like’ cost wise. It was agreed that the Parish Council and the Village Hall Management Committee would meet in person after 21st June to discuss CCTV.</p>	<p>JF</p> <p>FC/DP **Agenda Item July</p> <p>Council/VHMC</p> <p>CK/DP</p>	<p>ASAP</p> <p>After 21st June</p>
11. Feedback from ALCA Training		
<p>Report distributed. It was noted this was very helpful and that there is an option for the Parish Council to call itself a Community Council.</p>		
12. Councillor Reports		
<p>Reports distributed.</p> <p>A) Village Hall – already discussed</p> <p>B) HELAA/Local Plan - webinar distributed</p> <p>C) Public Rights of Way – it was noted that the footpath between Rag Hill and Braysdown, which is under Peasedown St John Parish remit, is under consideration for significant improvements. The Council wished to note our good fortune in having a B&NES Footpaths Officer who is always on hand to help and advise.</p> <p>D) School – Fiona Crockett spent the last afternoon of the term at the school and the winner of the play area equipment competition was noted. Volunteers will not go into school until the new academic year in September</p> <p>E) Highways – Cllr. Neil Butters, our ward Councillor, is working with B&NES towards road improvements and re-surfacing for both Green St and Single Hill. Glen Harrington continues to report issues including the re-painting of white lines at junctions to Fix My Street but has been unsuccessful so far. Cllr Butters offered to assist with this. It was also noted</p>		

<p>there have been a couple of instances where large lorries have become stuck along the narrow lanes into the village which caused a great deal of disruption and damage. Glen Harrington agreed to contact Highways to try resolve these issues and to also ask for signage into the village to be improved.</p> <p>F) It was noted there are now fund-raising events planned for the Church.</p>		
13. Parish Council Meetings during Covid 19		
<p>Following renewed legislation and guidance from NALC, remote Council meetings can no longer take place. From 17th May to 21st June only 6 people can meet indoors which causes logistical issues. Our next full Council is not until July but should a planning application be received, there would be the option to meet outside weather permitting. Other options will also be explored. Further guidance will be sought.</p>	JF	ASAP
14. Business Procedures		
<p>Both the Standing Orders and the Risk Assessment have been reviewed and are in order for a further year.</p>		
<p>DATES OF THE NEXT MEETINGS</p> <p>25th May – ALCA</p> <p>14th July – Parish Liaison meeting</p> <p>15th July – Parish Council meeting **(NOTE DATE CHANGE)</p> <p>1st September – ALCA</p> <p>3rd September – Parish Council meeting **(NOTE DATE CHANGE)</p> <p>13th October – Parish Liaison meeting</p> <p>18th November – Parish Council meeting</p> <p>2nd December – ALCA</p> <p>13th January 2022 – Parish Council meeting</p> <p>10th March 2022 – Parish Council meeting</p>		