

MINUTES OF THE REMOTE MEETING OF SHOSCOMBE PARISH COUNCIL HELD ON
THURSDAY 14th MAY 2020

Present: Diana Aiken (Chair), Ian Cannock (Vice-Chair), Glen Harrington, James Robinson Burge, Tricia Wastvedt, Carolyn Keating, Joy Schneiderman, Ashley Brunn, Nick Glass, Fiona Crockett and Jean Fossaceco (Clerk)

1. **Apologies:** None
2. **Declaration of Interests for this meeting:** None declared
3. **10 Minutes Public Participation:** None
4. **Minutes of the last meeting:** These were passed with the amendments of the addition of two cheques - Weebly £89.98 and Dunkley's £36.00 and the change of 'last meeting date' to read 16th January. It was also noted Item 12 'Planning' had been amended after consultation with councillors without disagreement. Four councillors not in attendance at the last meeting were invited to comment and agree amendment– 3 agreed and one abstained. The minutes were then confirmed as correct by a vote of 8 in favour and 2 abstentions.

5. Administration		
<p>Councillors were asked to consider and agree to the following:</p> <ul style="list-style-type: none"> • Amended General Privacy Notice – All in favour • Remote Meeting Protocol – All in Favour • Risk Assessment – All in favour of this continuing to be fit for purpose for the following year. • The Supplementary Standing Order notes -All in favour <p>It was noted we are unable to hold the Annual Assembly of Electors meeting at this time.</p> <p>The Annual Parish Council meeting may take place later in the year – It was proposed the date be considered at the July meeting. All in favour. ****Agenda Item</p>	Councillors	July meeting
6. Clerk/Chair's Report	ACTION	TIMELINE
<p>As distributed. With regard to the Chair's report, there was a request to alter the sentence regarding the planting of the Woodland Trust trees, but this was declined, with an explanation, by the chair.</p> <p>There was also a request to change the wording from 'the PC are considering' a review of the Parish Plan to 'the PC will be considering' a review of the Parish Plan. This was accepted by the chair, and the change will be made.</p>		
7. Financial Matters:		
<p>The AGAR Statements were reviewed and approved including approval of the Internal Auditor's report and:</p> <p>The Annual Governance Statement – Minute Reference 1 The Annual Accounting Statement – Minute Reference 2</p> <p>It was noted the carry forward figure has increased and the council will consider which areas could specifically benefit from additional funding whilst retaining financially practical funds in hand. It was proposed a bringing together of ideas would be discussed at the July meeting. All agreed. ****Agenda Item</p> <p>All in Favour. The accounts were duly passed for submission to the External Auditor – PKF Littlejohn.</p>	All councillors JF	By July meeting ASAP

<p>The clerk proposed dates of 1st September to 12th October for the Notice of Exercise of Public Rights for the year to 31st March 2020 – All in favour. The Notice will be posted on the website the previous day.</p> <p>The following cheques were passed for payment: ALCA - £82.57 BHIB Insurance - £496.16 Website Domain expenses - £19.19 Clerk's salary - £532.00 Clerk's expenses - £59.33 HMRC - £133.00</p> <p>Money received – Precept - £5,261.10</p> <p>NATWEST to Triodos Bank/Signatories – the application has been submitted. Accounts for both last year and this year are to be sent in hard copy together with Declaration of Acceptance forms signed by councillors confirming they are members of a Public Body. These will be forwarded by the clerk in due course. The council approved signatories for the Triodos account. Old out of date signatories will be removed from NATWEST.</p>	<p>JF</p> <p>JF</p>	<p>By 31st August</p> <p>Once this year's accounts have been passed by external auditors</p> <p>Approved</p> <p>Approved</p>
8. Sustainability and Climate Crisis Working Group:		
<p>Allotments – procedures and potential sites – TW/GH. This item was deferred until the July meeting. ****Agenda Item</p>	<p>TW/GH</p>	<p>Ongoing</p>
9. Strategic Planning for Parish Council Initiatives		
<ol style="list-style-type: none"> 1. A proposal that we have a parish council remote workshop to assess any WECA or BaNES Local Development Plans and Transport Plans so that we can suggest a position Shoscombe might take in any surveys that are made available to communities. Report distributed. – It was agreed a workshop would meet in the next month. All in favour. 2. A proposal that we arrange a remote workshop for members of the council to review and appraise the Parish Plan. This would enable us to assess which areas are now the focus for our attention and the work involved for the Parish Council and the community at large. Any proposals can then be taken to a formal council meeting to finalise and ratify. Report Distributed – All in favour 3. A proposal to consider options and carry out a feasibility study for a Community Energy Scheme . Report distributed - All in favour 4. A proposal to set up a weekly email communication within the parish and to continue to assess its viability with support from the Wellow Post editor– Report distributed - All in favour <p>Reports on progress will be submitted to the July meeting - ****Agenda Item</p>	<p>DA</p> <p>DA</p> <p>JRB</p> <p>NG</p> <p>JF</p>	<p>In the next month</p> <p>Ongoing</p> <p>Ongoing</p> <p>ASAP</p>
10. Business Procedures		
<p>Draft revisions to Standing Orders have been distributed with a copy submitted to ALCA for their guidance. It was proposed further work take place and this will be considered at the July meeting. All in favour. ****Agenda Item</p> <p>Supplementary Notes on Standing Orders – already discussed in Item 5</p>	<p>CK/GH/FC</p>	<p>By July meeting</p>
11. Village Hall/Recreation Ground and Play Area Considerations: see Clerk's Report for A, B, C		
<ol style="list-style-type: none"> A) Insurance Claim – no further updates B) Weekly checks – play area remains closed but clerk will compile a new rota in preparation for re-opening 	<p>JF</p>	<p>ASAP</p>

<p>C) Gate Locking of the Village Hall car-park – following updated Government guidance on outdoor exercise, the gate has been re-opened.</p> <p>D) New Notice Board – as soon as is practical, a new notice board will be purchased and installed.</p>	JF/DA	When possible
12. Planning		
St Julian's Farm - Planning Application - 20/00792/ADCOU – Decision to approve – noted		
13. VE Day 75th Anniversary May Celebrations (Postponed)		
A new date for a celebration will be considered once lockdown rules are sufficiently relaxed.	All	Ongoing
14. Church/Burial Board		
It was noted the grass has been cut and the archway has been improved. Unfortunately, a bench with a memorial plaque has been stolen.	JS	
15. HELAA/JSP/Local Plan		
Following distribution of updates from B&NES, it was noted sites are, again, being sought for possible development. Careful monitoring of progress will continue.	IC/Council	Ongoing
16. Highways		
It is acknowledged B&NES have completed some pot hole repairs and white/yellow lines have been re-painted at the school but they have been contacted again regarding re-painting of white lines at junctions and further road repairs particularly at the bottom of Green St.	JF/GH	Ongoing
17. Public Rights of Way		
With improvements in the weather, strimming of footpaths could take place once lockdown restrictions are lifted. Some concerns have been raised regarding spraying of verges and signage. This was investigated and it was confirmed DEFRA have guidance on pesticides but less so on herbicides. We are reassured no footpaths were sprayed but our B&NES Footpaths Officer will be contacted regarding policy on spraying of verges in relation to risk to both animals and young people.	JRB	ASAP
It was noted AB left the meeting at 9.10 p.m.		
18. School		
Nothing to report.	FC	
19. Dates of the Next Meetings		
<p>9th July – Parish Council meeting</p> <p>3rd September – ALCA – TBC</p> <p>10th September – Parish Council meeting</p> <p>2nd October – Parish Liaison TBC</p> <p>12th November – Parish Council meeting</p> <p>14th January 2021</p> <p>1st March 2021 – Parish Council meeting</p>		