

MINUTES OF THE MEETING OF SHOSCOMBE PARISH COUNCIL HELD ON THURSDAY 19th APRIL 2018

Present: Lee Crowther-Russell, Grant Thomas, Jackie Withers (Chair), Ian Cannock (arrived 8.45 p.m.), Mary Upton, and Jean Fossaceco (Clerk)

Also Present: Neil Butters

1. **Apologies:** Andy Bayley and Rosie Cradock
2. **Declaration of Interests for this meeting:** None
3. **10 Minutes Public Participation:** None requested
4. **Minutes of the last Meeting:** These were found to be correct with the exception of the following amendments – Item 5 should read that the Truespeed cables are *‘overground’* – Item 10 should read *‘Any other notices i.e. advertisements, events which are profit making for the individual and fliers for events in other parishes should be A5 or postcard size and dated. These notices will be taken out after 3 months but can be replaced by a newer version if necessary.’* Item 11 should read – *‘It should be noted Gigaclear cables will all be underground’.* Items 8 and 12 – *It should be clearer on the minutes which councillors are responsible for which action. The clerk will section out the text to clarify this with initials next to actions.*

5. Apology	ACTION	TIMELINE
This was read out by the clerk and the council voted that a hard copy be filed with the minutes. Proposed – Lee Crowther-Russell seconded – Grant Thomas.	JF	Immediately
6. Clerk’s Report		
As distributed. The clerk will report back on any progress with funding towards a fence. In the meantime, fence repairs will be considered. Further quotes for a new one obtained. **Agenda Item May It should be noted <u>all</u> reports from councillors should be sent to the clerk with the rest of the council copied in. It is hoped this will streamline the distribution.	JF LCR GT	ASAP ASAP By May meeting
7. Parish Plan Action Points		
Report as distributed. Mary Upton will update the Action Plan report and distribute to councillors. The next review will take place in September. The clerk will request a further grit bin near the village hall and some ice hazard warning signs.	MU JF	By the May meeting By the May meeting
8. Adoption of the Red Heritage Telephone Kiosk and an update on the de-fibrillator		
A donor who wishes to remain anonymous, will match-fund the cost of the de-fibrillator up to £1000 and is happy for the Parish Council to underwrite the cost of the equipment on the understanding village fund raising will then reimburse the council. This will then advance the purchase. Further enquiries are being sought as to the best supplier. **Agenda item May	RC/JW	By May meeting

9. Broadband – Truespeed/Gigaclear		
<p>Updates received: Truespeed- 'Shoscombe has been passed by our board for build and civil construction to the village is likely to commence in September 2018 with all home installations being complete by the end of 2018.'</p> <p>Gigaclear – Ben has a meeting with the Connecting Devon and Somerset next week with Gigaclear and will be in touch with the PC by our May meeting following that meeting with an update."</p>		By May meeting
10. Village Hall and Recreation Field- updates on Action Plan and Timescales for additions to the recreation field including football posts/ cricket nets / storage and play-area repairs and fence plus additional litter bin		
<p>See Parish Plan updates. The cricket nets are now in place, play-area repairs undertaken and fencing quotes being obtained. Storage will be discussed by the village hall committee. The acquisition and installation of the football posts are still ongoing.</p> <p>Quotes are being considered for a new village hall roof and possibly cladding together with grants and funding.</p>	<p>GT GT AB/JF GT</p>	By May meeting
11. To consider play-area fencing		
Already discussed.	None	
12. Asset Register		
Distributed. It was noted the values are at estimated replacement costs. This was agreed by the council. A review will take place in April 2019.	JF	April 2019
13. GDPR		
This is ongoing with ALCA still providing advice and support.	JF	Ongoing
14. Funding of the new welcome pack for new residents		
Distributed by the Chair. The council will fund the cost of a stapler and printing costs. This was approved by the council. Proposed – Lee Crowther-Russell and seconded – Grant Thomas.	JW	Ongoing
15. The recording of bi-annual footpath checking		
There are 3 more to complete but all is in order so far. There will be a hard copy record of the bi-annual footpath check.	LCR	By May meeting
16. Litter removal by B&NES Wellow Lane and Braysdown Lane	None	
This is being dealt with by B&NES		
17. HELAA – Local Plan		
The clerk and council have received preliminary information from B&NES regarding the assessed HELAA sites. Details will be released in due course by B&NES.	IC	Ongoing

18. Planning		
Weeks Planning application – Both mobile home and Horsewalker approved but remaining one still being considered. Durr technich - The Industrial Quarter 13 Foxcote Avenue – Fire door. The council has no objection to this application.		
19. Financial Matters		
<p>Clerk’s salary - £844.00 Clerk’s expenses - £59.33 HMRC - £211.00 McFee Virus Protection - £59.99 Steven Coombs (play-area repair materials)- £340.13 ALCA - £77.65 Website domain/Weebly costs -£23.23/£25.18/£40.65 = £89.06 Roadware Bin - £157.14 Dunkley’s Payroll - £72.00</p> <p>All above payments approved by the council.</p> <p>The clerk presented the Receipts and Payments and Bank Reconciliation calculations for the council’s approval in readiness for the audit. It was recorded that the council’s expenditure and income did not exceed £25,000 and meets the Exemption criteria, therefore the clerk will submit our Exemption Certificate. This means the council will only be audited externally if a request/query is received from a member of the community. An internal audit will take place and an Annual Return completed.</p> <p>New tasks have been requested by auditors now and this has been forwarded to councils recently by ALCA. The clerk and council will work though the list ensuring all is in order.</p> <p>The council approved the sourcing, purchasing and installing of a new refrigerator and cooker for the Village Hall kitchen.</p>	<p>JF</p> <p>JF/Council</p>	<p>By May meeting</p> <p>By May meeting</p>
DATES OF THE NEXT MEETINGS		
<p>9th May 2018 - ALCA 10th May 2018 – Annual Assembly of Electors and Annual Parish Meeting 7th June – Parish Council 12th July – Parish Council 18th July – Bathavon South 13th September – Parish Council 19th September 2018 – ALCA 11th October – Parish Council 24th October 2018 – Parish Liaisons 15th November – Parish Council 10th January 2019 – Parish Council 23rd January 2019 – ALCA 7th February 2019 – Parish Council 20th February 2019 – Parish Liaisons 7th March 2019 – Parish Council</p>		