

MINUTES OF THE MEETING OF SHOSCOMBE PARISH COUNCIL HELD ON THURSDAY 11TH JANUARY 2018

Present: Lee Crowther-Russell, Grant Thomas, Ian Cannock, Mary Upton, Rosie Cradock and Jean Fossaceco (Clerk), Andrew Wilding and Andy Bayley

Also Present: Chris Upton and Neil Butters

1. **Apologies:** Jackie Withers
2. **Declaration of Interests for this meeting:** None
3. **10 Minutes allocated to public participation** - None requested
4. **Minutes of the last Meeting:** These were found to be correct with the addition of noting that Mr Cannock submitted comments on the Ward Boundaries (Item 21) and the additional hours paid to the clerk should commence in January 2018 (Item 8).

5 Clerk's Report	ACTION	TIMELINE
Already distributed. See agenda items.		
6. Parish Plan Update		
<p>Report distributed. The Parish Plan has been given to volunteers for delivery. Completion is expected by January 31st. A notice in the February Newsletter will invite comments from the community and highlight the need for volunteers to help the Parish Council to seek funding for more ambitious projects. There are remaining funds in the Parish Plan budget to thank the IT expert for his assistance and for an event to thank the volunteers.</p> <p>A copy of the Plan and the quantitative data will be sent to the website. The qualitative data will be destroyed to preserve the anonymity of the respondents. Opportunities to comment and suggest future projects will be arranged. The PC will monitor the Action Plan and provide an Annual Review. The Plan will then be reviewed in approximately 2-3 years.</p> <p>The PC formally thanked all three members of the group as well as Mr Cannock reading out Nick Glass' explicit thanks to Mr and Mrs Upton.</p> <p>Progress will reviewed every 3 months.</p>	The PC	Ongoing
7. Roles and Responsibilities		
The updated list has been distributed.		
8. Clerk's Timesheet		
The clerk has been completing a timesheet as requested and the council agree this is in order with regard to format and detail. She will continue to complete this.	JF	Ongoing
9. Village Hall Updates		
Accounts were distributed. The gate will continue to be locked as there were many cars there on New Years' Eve and a lot of resulting rubbish. This was repeated on Sunday 7 th January. A		

<p>village hall committee member will take over from Mrs Withers. Mr Wilding will check the insurance implications regarding a key safe.</p> <p>Andy Bayley and Grant Thomas are still looking into two options for football posts which could be purchased for £800 for both. They could be portable or fixed.</p> <p>The new cricket net will be purchased in February and installed in the Spring.</p> <p>Mr Bayley and Mr Thomas together with a resident will install the picnic benches and memorial plaques.</p> <p>Repairs to the play-area were discussed. The clerk will ask for quotes from David Gillard for any issues that need addressing including the fence which the council feel should be 1.2 m high. Further quotes will be obtained. The clerk will also ask for clarification on what is deemed to be a 'minor repair'. Further reports will be fed back in February. *****Agenda Item</p>	JF/RC/LCR	
10. Grass Cutting		
Mr Cradock has confirmed he will extend his contract for the forthcoming financial year.		
11. Burial Board Precept		
On the production of an invoice, this will be paid in February. - £952.00. **** Agenda Item		
12. Adoption of Red Heritage Telephone Kiosk		
<p>Two residents with medical experience have been offering advice and suggestions regarding the proposed defibrillator. Mrs Cradock has been in touch with B&NES and they could install one for a total cost of £1,700.</p> <p>Fund raising initiatives are still needed and will be mentioned in the newsletter. ***Agenda Item. Mr Thomas and Mr Lee-Crowther-Russell have already given their apologies for the February meeting but would like it noted they are in favour of this initiative.</p>	RC	Ongoing
13. Additional Litter bin at Village Hall		
Mrs Withers will have to see to this as she will negotiate a discount. **** Agenda Item	JW	
14. Broadband		
Nothing further to report.		
15. Asset Register Review		
The clerk and Mr Cannock continue to work on this. The village hall register will be forwarded to the PC.	Village Hall Committee	By the end of January
16. GDPR		
The clerk will be attending an ALCA meeting later this month where this will be discussed. She will report back at the next meeting. **** Agenda Item		
17. Footpath Checking Date		
This will take place by the end of April. The clerk will forward the footpath maps folder to Mr Crowther-Russell.	JF	

18. Website		
This has already been discussed and agreed.		
19. Planning		
No further news on the Weeks' equestrian planning application.		
20. Financial Matters		
<p>Cheques were issued to:</p> <p>The clerk for her quarterly salary -£844.00</p> <p>The clerk for her expenses - £67.13</p> <p>HMRC - £211.00</p> <p>Tuckey Printing - £976.00</p> <p>Parish Plan expenses (Chris Upton) - £46.44</p> <p>Donation to village hall - £25.00</p> <p>The new audit arrangements will be discussed at the February meeting when the clerk has had a chance to talk to Mrs Whittock. ****Agenda Item</p>	JF	By February meeting
<p>DATES OF THE NEXT MEETINGS</p> <p>24th January 2018 – ALCA</p> <p>8th February 2018 – Parish Council</p> <p>28th February 2018 – Parish Liaisons</p> <p>8th March 2018 – Parish Council</p> <p>21st March – Bathavon South</p> <p>19th April 2018 – Parish Council</p> <p>9th May 2018 - ALCA</p> <p>10th May 2018 – Annual Assembly of Electors and Annual Parish Meeting</p> <p>19th September 2018 - ALCA</p> <p>24th October 2018 – Parish Liaisons</p> <p>23rd January 2019 - ALCA</p> <p>20th February 2019 – Parish Liaisons</p>		