

NORTH VALE PARISH COUNCIL

COUNCIL MEETING

MINUTES

Monday 17th October 2016 at 7.30pm
Holton Village Hall

Present – David Badham-Thornhill, Gillian Freeman, Jenny Chambers, Janet Down, Graham Boaler, Nick Haggett, Hannah Croft, William Wallace

In attendance – Elizabeth Persson (Clerk)

16.98 Apologies – Dave Young, James Lee, Tim Inglefield

16.99 Register of Interests - None

16.100 Declaration of Interest/Dispensations - None

16.101 Minutes of Last Meeting

Received and signed the minutes of the last Parish Council Meeting on Monday 19th September 2016.

16.102 Planning Applications

None

16.103 Planning Decisions

16.103.1 16/03417/FUL – Application to erect a double garage using existing access. Wisteria Cottage, Lower North Cheriton Road, North Cheriton, Templecombe, BA8 0AE. Permission granted with conditions.

16.104 Roads and Signage

16.104.1 Working Group

It was agreed that the remit of this working group was still correct and the following people would sit on it -

David Badham-Thornhill – Council Rep

Elizabeth Persson – Clerk

Gillian Freeman

Richard Bourne

Phil Bourne or another from Holton is Phil is away

Steve Hunt

16.104.2 Outstanding signage

All updates will now be put on the Action List.

16.105 External Auditors Report – Paper 17.10.16 – 16.105a

16.105.1 We have received the report from our External Auditors – Grant Thornton and this concludes the audit of our accounts for year ending 31 March 2016. The ‘Notice of Conclusion of Audit’ notices have been posted both on the website and notice boards in each village. Paper 17.10.16 – 16.105b

16.105.2 The report flagged up the need for 1) a Risk Assessment 2) clearer minuting of the meeting to reflect that the Accounting statement (section 2) was signed off before the Annual governance statement (section 1) and 3) all relevant and official notices are kept in order that they can be produced on request from the auditor or any other party. Point 3

is already being rectified. Point 2 will need to be double checked at next years meeting when approving the accounts.

The Council agreed that the first action was to ask SALC to complete a 'Health Check' of the Council so that we can get a definitive list of all the statutory paperwork we are missing.

After this has been completed the Council can then look at the other areas of the Council that needs to be brought up to date in order that the Clerk can perform her job within in her contracted hours.

The Council will then look to employ someone on a short term contract to get all the outstanding issues up to date. Guidance will be sort from SALC on the best way to go about this.

16.106 North Cheriton Cemetery

The Council needs to agree a job specification for work to be completed over the course of a year, in the cemetery, in order that quotes can be obtained from interested parties in time for setting next years budget. Nick Haggett and Gillian Freeman will liaise to draw this up. Nick also reported that he had inspected the chapel and cemetery as far as possible and the chapel seemed to be structurally good to the naked eye. He has been unable to locate the key in spite of extensive enquiries. There was discussion as to how much of the hedge and verge should be cut back to the north of the cemetery leading up to the footpath in order to create safe pedestrian and vehicle access. After an initial hard cut (of which will shall seek the approval of the land owner), it was agreed that this should become part of the routine maintenance of the cemetery.

16.107 Discussion of grants to those within our community who made a Health and Wellbeing Funding application.

It was agreed that the councillors from the various villages would check that the original applications are still relevant. If they are, David Badham-Thornhill is going to investigate other suppliers of the chairs for Holton Village Hall as it was felt the original quote was very high. All applications would then be put on our budget for next year to make grants or gifts depending on the suitability to each application.

16.108 Budget

A budget for the next financial year will need to be approved by Council at the November meeting. Does anyone have anything that they would wish to be considered at this meeting for inclusion in the budget? There was nothing else thought to be required at this moment.

16.109 Consider applications received for co-option to fill the casual Councillor vacancy in North Cheriton

None have, as yet, been received.

16.110 Clerk's Contract

Two copies signed, one for the Clerk and one for Council records.

16.111 Review of Action List

Graham Boaler is to draw up a response to Nathan Hopkin's letter regarding the hedging at Dancing Cross. The Clerk is to chase up the lineage all around Dancing Cross.

16.112 Councillor Training

This had to be postponed for the third time due to Justin Robinson being unwell. It will be rescheduled.

16.113 Correspondence

16.113.1 The 2017/18 Local Government Finance Settlement

The Council needs to formulate a response to this paper which was circulated to all Councillors on 8th October 2016. It was agreed that the Clerk would draw up a response along the lines of NALC's suggestions.

16.113.2 Area East Committee Agenda and Minutes available (FYI)

16.113.3 SSDC Health and Well-being Service Newsletter (FYI)

16.113.4 SWP September 2016 monthly briefing (FYI)

16.113.5 SSDC Careline Service Annual Report (FYI)

16.113.6 WEL Medical Ltd – Re defibrillators (FYI)

16.113.7 Avon and Somerset Police re the use of the 101 service (FYI)

16.113.8 Invitation to Let's End Loneliness in South Somerset workshop. None of the Councillors could attend but the Clerk is hoping to get feedback from the organisers in due course.

16.113.9 Information on G.I.S. Mapping System (FYI)

16.114 Financial Matters

16.114.1 Account Review

16.114.2 Authorise Cheques

£10 for hire of Village Hall for tonight's meeting

£29.25 for Clerks expenses

£186.44 Clerks Pay

£30.56 Papertrees for stationery (address book)

16.115 Matters of report and items for next meeting.

The next meeting will be held on Monday 21th November 2016 at 7.30pm in North Cheriton Village Hall.

Mrs Elizabeth Persson
Parish Clerk

Please go to website to view all Papers.

www.hugofox.com/community/north-vale-parish-council-7856