



HOLFORD PARISH COUNCIL
PARISH COUNCIL MEETING AGENDA

Meeting Date, Time and Location:
16 May 2022, 19:00 @ Holford & District Village Hall

Holford Parish Council	Initials (XX)	Attendance
Emily Heckscher Chairman	EH	✓
Peter Grandfield Vice Chairman	PG	✓
Hema Stanley Clerk/RFO	HS	✓
Kate Court	KC	✓
Kate Hammond	KH	✓
Stuart Moffatt	SMT	✓
Steve Mottershead	SMD	✓
Terry Hayes	TH	✓

Somerset West & Taunton Councillor	Initials (XX)	Attendance
Chris Morgan	CM	
Somerset County Council Councillor		
Hugh Davies	HD	
Police Community Support Officers		
Sue Thompson; Sue Marks	ST; SM	
Jamie Munro	JM	
Public Path Liaison Officer		
Sue Edwards	SE	

Have your say – Community issues / concerns.
Duration and content at Chairman's discretion.

Key:

Proposed: P:XX
Seconded: S:XX
(XX initials of members)

No members of the public present.

EH Introduced herself and rest of the councillors to HD. HD Introduced himself.

- Minute 067/22: Apologies for absence. KC.
- Minute 068/22: Declarations of Interest and Requests for Dispensations.
None
- Minute 069/22: Previous meeting minutes – Approve and matters arising.
Vacancy filled in by Co-option.
Terry Hayes Co-opted. P:EH; S:PG; All in favour.
- Minute 070/22: Councillors – All
 - Queen's Jubilee Celebrations. PG to propose action items stemming from meeting with Jubilee working group for approval by Council.
 - Requested repeat purchase of prizes for the event. P:PG; S:KH.
 - Hog roast - volunteers in place to take cash on the day
 - 3 Portaloos loan has been agreed by the Royal Marines. Parish Council to make a donation to a charity of their choosing. Approx £150-£200.
 - Programme of the day/events to be communicated week ending 16th May.
 - Duck race abandoned due to Health and Safety reasons.
 - Requested a sinking fund £500 for any emergency issues on the day. P:PG; S:EH. HS to withdraw & provide cash to PG prior to the event.
 - Post box collection service. KH to propose draft letter to Royal Mail for approval by Council.
 - KH read drafted letter, to be finalised for approval at June meeting.
 - PG asked HD to liaise with KH with contacts from within the council.
 - SMT suggested to write to the Royal Mail Managing Director.
- Minute 071/22: Finance matters – HS
 - Approve outstanding invoices. <https://holford-pc.gov.uk/fiscal-year-accounts-2022-2023/>
P:EH; S:PG. All in favour.
 - Approve Annual return forms. HS Awaiting approval from auditor, deferred to June meeting.
 - Parish Insurance.
 - PG advised looking at other companies; EH responded not enough time left prior to renewal.
 - Cllrs agreed to accept middle quote i.e Zurich Insurance. PG to review all insurance documents received and advise if any changes are necessary at the next meeting.
 - P:EH; S:SMD; All in favour.
- Minute 072/22: Requests via email correspondence – HS.
 - Kilton Cross – Overgrown Gorse. Email acknowledged from parishioner. Mixed views from councillors on cutting down the gorse and speed safety issues. EH to review previous minutes/actions/advice, deferred to June meeting.

- Village Green – posts replacement. #8 agreed as per quote received £400 +VAT. EH to contact/confirm works with Matt Peaster.
7. Minute 073/22: Any other business for next agenda.
- KH to draft post box complaint letter for approval.
 - Playground. HD advised Somerset Playing Fields Association could be approached for help/advise.
 - Kilton Cross – Gorse.
 - Welcome pack. KH advised EH to see what Kilve PC already have in place.
 - Annual Insurance – PG to advise if any changes necessary.
 - Annual Return forms approval.
 - Standing orders adoption.
 - Code of Conduct adoption.

KH requested September meeting with Police Crime Commissioner attending to be a free open meeting to allow a more generous time for discussion. 1st hour of the meeting to be set aside for this purpose and parish council meeting to follow. P:EH; S:EH; All Cllrs in favour.
KH will be attending next coffee morning.

Meeting closed 20:15.

Next meeting: Monday 13th June 2022.