**HOLFORD PARISH COUNCIL**

Meeting Date, Time and Location:

14th November 2022, 19:00 @ Holford & District Village Hall

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| **Holford Parish Council** | **Initials (XX)** | **Attendance** |  | **Somerset West & Taunton Council** | **Initials (XX)** | **Attendance** |
| Emily Heckscher - Chairman | EH | **✓** |  | Chris Morgan | CM |  |
|  |  |  |  | **Somerset County Council** |  |  |
| Karen Scott - Clerk/RFO | KS | **✓** |  | Hugh Davies | HD |  |
| Kate Court | KC | **✓** |  | Rosemary Woods | RW | **✓** |
| Kate Hammond | KH | **✓** |  | **Police Community Support Officers** |  |  |
| Stuart Moffatt | SM | **✓** |  | Zack Howe | ZH | **✓** |
|  |  |  |  | **Public Path Liaison Officer** |  |  |
| Terry Hayes | TH |  |  | Sue Edwards | SE |  |
| **Avon & Somerset Police** |  |  |  | **Members of the Public** |  |  |
| Commissioner Mark Shelford | MS | **✓** |  | Public presentation  | MOP | 27 |
| Katie Mann PS4073 | KM | **✓** |  | Main meeting |  | 5 |
| Jae Verhaeren PC1100 | JV | **✓** |  |  |  |  |

19:00 to 19:50 Public Presentation by Mark Shelford and questions – 27 members of the public present. See attached.

1. 131/22: Apologies for absence. Steve Motteshead, TH, HD and reasons accepted. Steve Motteshead has resigned.
2. 132/22: Declarations of Interest and Requests for Dispensations. None.
3. 133/22: Previous meeting minutes – Approve, signed and matters arising. P: EH; S: KH.
4. 134/22: Councillors reports – RW read the report.
	* Crowcombe Park Gate Car Park – request permission to enable RW to sign-off the plan on behalf of HPC. P:EH, S:KC – all agreed.
5. 135/22: Chairs Report – see attached.
6. **Councillor**s
	* 136/22: To appoint a vice chair – SM volunteered. P:EH, S:SC – All agreed
	* 137/22: To choose a representative for bus issues – KS at the present time. P:EH, S:SM – all agreed.

**Change to order of agenda**

* + 138/22: Quantock Staghound update – EH confirmed with the National Trust and Natural England that the map the PC has is correct. The agreements with Natural England do expire and some landowners do not extend. Quantock Staghounds have also checked and there are 2 landowners that have not extended. Natural England are now aware and are going to review and then issue an updated map.

KM confirms that under section 34 of the Road Traffic Act, offences may have been occurring and that she is in the process of updating those involved in call handling, despatch and incident assessors.

ZH confirmed that he does have a copy of the current map and KM confirmed that she will find a place to store it and make it accessible.

A MOP accused the chair of being anti hunt and being unable to stay neutral on the PC. Chair stated her interest, as a councillor regarding the hunt, was the upholding of the law within the parish.

Holford is a rural area with very little crime and from a PCSO point of view, the main focus will be in busier areas.

KM confirmed that they are looking at the ways that they can action the complaints better in future.

The crimes need to be reported. At the moment, it would be better to report on the Avon & Somerset web site rather than calling 101, which is under a great deal of pressure at the moment.

KM, JV, ZH and 3 MOP left.

**Returned to agenda order**

* + 139/22: To approve the following policies: All approved P:EH, S:KH
		1. Expenses
		2. Equal Opportunities
		3. Sickness – absence
		4. Disciplinary
		5. Grievance
	+ 140/22: To discuss defibrillator options – KAS to investigate **Action 14112022/1: KS to investigate options for defib pads**
	+ 141/22: Resolved to accept offer of new memorial tree saplings
	+ 142/22: Resolved to decline the offer to extend timeline on Community Review Project for the time being.
	+ 143/22: To consider road safety proposals to limit danger of deer road traffic accidents – postponed to January meeting.

**Councillor Kate Hammond**

* + 144/22: - SIDs installation next steps – KS explained that we need 3 quotes for the purchase and installation of the SIDs
	+ 145/22 – KH thinks we do have permission from Highways to install the SIDs, but will check. **Action 14112022/2: KH to check for permission**
	+ 146/22 – Resolved to create a Facebook page for HPC and for the general community. **Action 14112022/3: EH to set up the Facebook pages.**
	+ 147/22K – Resolved that the Holford News and Views is not a parish council issue, but that the PC will consider an application of a grant towards publication costs.
	+ 148/22 – to review Parish Online – postponed to January meeting
	+ 149/22 – to review/resolve email system issues – agreed that there is a need for individual email addresses to remove the issue of emails being missed. KS to investigate and create new email addresses if feasible. **Action 14112022/4: KS to investigate and create new individual email addresses and change the password on the councillors mailbox.**

**Councillor Stuart Moffatt**

* + 150/22 – SM is still investigating who owns Alfoxton Drive and therefore who is responsible for maintenance as Highways advised that they are only required to maintain it at a level of a Bridleway and the drive currently complies with that criteria.
	+ 151/22 – SM is awaiting a written response to the Mountain Biking complaint.
	+ 152/22 – Hinkley Point Site Stakeholders meeting update – there is currently a consultation on the decommissioning which closes on 21st November 2022.
1. Finance Matters – KS
* 153/22 – Review budget spend to date.
* 154/22 – Report/approve invoices paid since last meeting and invoices to pay. Resolved to pay invoice received from Village Hall for £40 – P:EH, S:SM, all agreed
* 155/22 – Final pay and back pay following pay agreement. Resolved to pay Hema Stanley the final pay and 170 hours of back pay following the pay agreement. – P:EH, S:SH all agreed.
* 156/22 – Review, agree and sign bank account balances – SC confirmed budget sheet balance agreed with bank account balance – KC signed.
* 157/22 – KS explained that the council can claim back any VAT paid out over the last 3 years. KS also explained the rules for claim back. **Action 14112022/5: KS to request VAT claim**
* 158/22 – KS explained that the precept request has to be submitted by 20th January 2023 and so we need to consider what projects the PC may want to undertake next year including any activities that may be undertaken for the coronation. Also, that the recommendation is that the PC holds 1 years costs in reserve. KS issued a draft suggested budget based on what was known at this moment. **Action 14112022/6: all to consider budget requirements.**
1. 159/22 - Requests via email correspondence – one from a children’s play equipment – not required as the play park is nearing completion.
2. 160/22: Any other business for next agenda.
	* Road safety proposals to limit danger of deer road traffic accidents.
	* Review Parish Online – is it of value to HPC
3. 161/22: Date of next meeting – Monday 9th January 2023.

Meeting Closed 21:50