**HOLFORD PARISH COUNCIL**

Meeting Date, Time and Location:

13th March 2023, 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 (ch) chairChairman | EH | **✓** |  | Chris Morgan | CM | x |
| Ann Anderson | AA | **x** |  | **Somerset County Council** |  |  |
| Emma Cavendish | EC | **✓** |  | Hugh Davies | HD | **✓** |
| Mike Copleston | MC | **✓** |  | Rosemary Woods | RW | **x** |
| Sarah Nason | SN | **✓** |  | **Police Community Support Officers** |  |  |
| Stuart Moffatt (vice C) | SM | **x** |  | Zack Howe | ZH | x |
| Terry Hayes | TH | **✓** |  | **Public Path Liaison Officer** |  |  |
| Karen Scott (clerk) | KS | **✓** |  | Sue Edwards | SE | x |
|  |  |  |  | **Members of the Public** | MOP | 5 |

Key – P = Proposed, S = Seconded

Public Participation – Comments and questions raised by members of the public

* That the council considers adopting a co-option policy.
* Correspondence -the public have a right to know who raised a matter.
* Road Safety – the subject has been discussed many times in the past and each time it has been turned down. Plus, it is less than 6 months since it was last discussed.
* It is the 4th iteration of a request to establish a road safety committee. Has no idea how it would be managed with only 2 councillors. Does not think there is a need for a separate committee. In the past the decision to reject it, was unanimous.
* Does not think that the current Parish Council is taking into account the amount of work that the creation on a unitary council will create. Therefore, does not consider it appropriate to create a new committee in this climate.
* We should look at how Kilve Parish Council have worked with a traffic committee.
1. 017/23: **Co-option of new parish councillors** and signing of the Acceptance of Office.
	* 1. Emma Cavendish (EC), P:EH, S:SN – all agreed.
		2. Mike Copleston (MC), P:TH, S:SN – all agreed.
2. 018/23: **To receive apologies for absence and approve the reasons given –** SM due to work commitments. AA due to pre-arrange commitment – Reasons accepted and approved.
3. 019/23: **Declarations of Interest and Requests for Dispensations.** None.
4. 020/23: **To approve and sign as a correct record of minutes of the Full Parish Council meeting held on 16th January 2023 and the Extraordinary Parish Council Meeting held on 20th January 2023** – with the correction of Mike Rigby’s title to Exec Lead Member for Transport & Digital, the minutes were approved and signed.
5. 021/23 **Update on outstanding Actions** – See action list
6. 022/23 Report from Cllr H Davies – see document sent out with the minutes

Report from Cllr R Woods – see document sent out with the minutes

1. 023/23 **Chairs report –** attached
2. 024/23 **Councillors Updates**
* **Appendix 1 – Proposal for purchase and installation of SIDs –** MC stated that the proposal put before the council “will not work”. High speed cameras that can be integrated into speedwatch are required. EH asked MC whether he would wish to amend the proposal. MC refused.

Motion proposed as described in Appendix 1. P:EH, S:EC. 4 agreed, 1 Against. Motion passed.

MC then left the meeting indicating that he will submit his written resignation on the next day.

**Resolved to purchase and install 1 x fixed SIDs with 2 posts and 1 x digital speed camera, subject to Avon & Somerset Police Trust approval for change of use for grant and Highways approval.**

* **Appendix 2 – Coronation Plans –** P:EH, S:EC, All agreed.

**Resolved to seek a grant to purchase and install a commemorative bench on the Bowling Green.**

* **Appendix 3 – Somerset Statement of community involvement –** P:EH, S:TH, All agreed.

**Resolved to respond to the Somerset Statement of community involvement with the agreed text.**

* **Appendix 4 & 5 – Grounds Maintenance –** P:SN, S:EH, all agreed.

**Resolved to extend the current contract by 1 year, with 3 small changes to the activities.**

1. Extend the uncut area of the bowling green from 1m to 2m ONCE PERMISSION from neighbouring property is established.
2. Maintain Dodington Island for clear visibility rather than tidy appearance.
3. Triangle at Stowey Lane/Combe Lane, just cut in September.

**Action 13032023/1: KS to contact existing contractors for cost for the current year.**

* **Annual Parish Meeting (17th April 2023) –** Agree the costs involved of hall hire (£32) and clerk to attend and produce minutes. P:SN, S:EC, All agreed.

**Resolved to pay the costs of hall hire and clerk time.**

1. 025/23 **Clerks report and finance matters**
* Review budget and spend to date – see attached
* Report/approve invoices paid since last meeting and invoices to be paid.

Paid and on bank statement:

Microsoft charges £11.28

Bank charges £5.00

Village hall hire £9.00

Sundries (Curry’s) printer ink and paper £35.48

Microsoft charges £11.28

Bank Charges £5.00

KS Salary

Village hall hire £3.00

Public works loan (village hall) £554.99

Mr AA Deptford (defibrillator pads) £110.40

HMRC (PAYE)

Microsoft charges £11.28

Bank charges £5.00

Village hall hire £9.00

KS Salary

HMRC (PAYE)

Paid but not on bank statement:

None

To be paid:

Village hall Hire

* Review and agree account balance – sign statement – Agreed and signed
* Update on VAT claim- Claim ready to be submitted for £995.15, It was returned because HMRC need a bank statement, Need to change the address.
* Councillor Training – **Action 13032023/2: KS to send councillor training information to new councillors.**
* Defibrillator pads update – We have 2 sets of adult defibrillator pads unused and within date so we do not need to order any more at the present time. Their expiry date is the same as the warranty end date of the defibrillator in 2024.
* LCN and LGR update – KS is attending an LGR update on planning next week and will send a further update after,
1. 026/23 Correspondence
	* + There was a short debate about recording members of the public names. KS is under the impression that doing so would breach GDPR rules. However, members of the public consider that they should know who raised the matter. **Action 13032023/3: KS to check with the monitoring officer.**
		+ Road Safety – following a short debate it was agreed to not set up a separate committee, but to work with the speedwatch team and, if the need arises, set up a short term working party.
		+ Go Compare website – agreed to put a link to the guide to preparing for floods on our website.
		+ Village signposting – no details in the correspondence
		+ Bus transport consultation. KS received an email asking for participation in a bus service survey. Agreed to invite them to the Annual Parish Meeting so that they can gauge need from residents.
		+ Signage on Triangle – A complaint has been received about Highways possibly erecting a ‘no through road’ sign on the triangle or outside a house adjacent to it. EH investigated and it would appear that it was discussed by the previous parish council in 2021 and whilst not formally agreed, appears to have been requested. **Action 13032023/4 : EH will try to determine what is happening.**
2. 027/23 Any other business for next agenda.
	* + Reports from Coffee Morning
3. 028/23: Date of next meeting – Full Parish Council Meeting – Monday 15th May 2023

Meeting Closed 21:05