**HOLFORD PARISH COUNCIL – Extra Full Council Meeting**

Meeting Date, Time and Location:

29th January 2024, 19:00 @ Holford & District Village Hall

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| **Holford Parish Council** | **Initials (XX)** | **Attendance** |  | **Somerset Council** | **Initials (XX)** | **Attendance** |
| Mike Copleston (ch) chairChairman | MC | **✓** |  | Hugh Davies | HD | **X** |
| Ann Anderson | AA | **✓** |  | Rosemary Woods | RW | **x** |
|   | SN | **✓** |  |  |  |  |
| Reuben Morris | RM | **X** |  |  |  |  |
| Stephen Campbell | SC | **✓** |  | **Police Community Support Officers** |  |  |
|  |  |  |  | Zack Howe | ZH | x |
|  |  |  |  | **Public Path Liaison Officer** |  |  |
| Karen Scott (clerk) | KS | **✓** |  |  |  |  |
|  |  |  |  | **Members of the Public** | MOP | X |

Key – P = Proposed, S = Seconded

1. **014/24**: **Public Participation –** None
2. **015/24:** **To receive apologies for absence and approve the reasons given –** RM sent apologies and these were accepted.
3. **016/24:** **Declarations of Interest and Requests for Dispensations.** None.
4. **017/24:** **Revision of the specification of the SIDs –** Following further investigation, the specification of the SIDs has been revised. Agreed that KS will order the SIDs before the end of the current financial year. The SIDs will also need to be included in the asset register and the insurance policy.
5. **018/24:** **Purchase of website hosting from Parish on-line to replace the existing provider** – Following discussion, it was agreed that the current website will be reviewed with a view to determining what the website should look like. **Action: All to look at other Parish council websites to find something that is easier to navigate by our residents**. Netwise who currently host the website are willing to work with us to amend the look of it and Parish on-line obviously have their new product which guarantees the price and also means that we would not have to pay the url renewal fee. It is also acknowledged that any changes will incur a large amount of work for KS.
6. **019/24**: **To appoint an Internal Auditor** – Agreed to appoint Deborah O’Brien CILCA PSLCC as the internal auditor.
7. **020/24** **To agree the way forward for the defibrillator** – KS sought advice from…. Our defibrillator has already experienced an error that is seen in older machines. Following discussion, it was agreed that there are benefits in leasing with regards to the increasing costs of replacement pads and ensuring that the machine if operational. Plus the cost includes annual training at no cost to the PC. KS will obtain further details from South West Ambulance with a view to using their services.
8. **021/24**: **Agree response for the LC Meeting –** MC will volunteer to go onto the Highways Working Group.
9. **022/24** **To agree the budget requirements for 2024/2025 –** KS advised that the JPAG 2023 still requires that smaller Parish Councils should look to hold one years essential costs as reserves, however, it was felt that it wasn’t realistic in the current financial environment. Following a robust discussion, and bearing in mind that the precept was not increased last year, it was agreed that we would not add any further work to the maintenance contract and that we would not set aside any funding towards election costs. See attached agreed Budget.
10. **023/24** **To agree precept request –** Precept request agreed at £8300 an increase in band d of approx. 10%. KS to submit the request to Somerset Council by 2nd February 2024.
11. **024/24**: Date of next meeting – Full Parish Council Meeting – Monday 11th March 2024.