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# WEDMORE PARISH COUNCIL

**Minutes of the Parish Council Meeting**

**Held at:** The Council Rooms, Grants Lane, Wedmore, BS28 4EA **on:** Wednesday 17th May 2023 **at:** 7:30pm

**Present:** \*Councillor Farley, Councillor Beacom, Councillor Thorogood, Councillor Reeson, Councillor Tinney, Councillor Banwell, Councillor Loughrey, Councillor Smith.

**In Attendance:** Mrs Lindsey Baker (Clerk), Councillor Harry Munt,

**Public Participation:**

No Members of the Public were present for the meeting.

## election of chair for the year 2023/2024

Councillor Beacom proposed, seconded by Councillor Reeson that Councillor Farley be nominated as Chairman for the municipal year 2022-23.

There were no further nominations.

**Resolved:** That Councillor Farley be elected as Chairman of Council for 2022-23.

## election of vice chair for the year 2023/2024

Councillor Farley proposed, seconded by Councillor Reeson that Councillor Beacom be nominated as Vice Chairman for the municipal year 2022-23.

There were no further nominations.

**RESOLVED:** That Councillor Beacom be elected as Vice Chairman of Council for 2022-23.

1. declarations of office

**RESOLVED:** Any unsigned declarations of office to be signed at or before the next meeting of council.

1. to receive any apologies for absence *(record approval if appropriate) lga1972 s85 (1))*

Councillor Rant

1. **declarations of interest**

Nothing to report.

1. **to confirm the minutes of the meeting held on wednesday 19th april 2023**

Councillor Farley addressed the Parish Council and confirmed everyone had read the minutes from the previous meeting.

It was accepted as an accurate record and the minutes signed.

## reports from somerset councillors (by invitation)

Councillor Harry Munt – Drew attention to the monthly review provided by Somerset Council. The main topics covered were the deadline for alternative fuel payments is now looming. It has been reported that bus usage has increased and therefore the £2 fare has been extended. Somerset is now in the top 15% for waste recycled. Somerset will be piloting a soft plastic recycling scheme over the next 12-18 months which should be rolled out across the county. A new retrofitting scheme has also been launched this month. You can read more about all of these things here - https://www.somerset.gov.uk/newsroom/

**ACTION: Add Space for link to Council Roundup on the Website for signposting.**

1. **to review and adopt appropriate standing orders and financial regulations.**

Councillor Farley addressed the Parish Council and confirmed everyone had read the Standing Orders and Financial Regulations and are confident that no amendments should be made at this time.

**RESOLVED:** That the standing orders and Financial Regulations be signed and scheduled for review in 12 months

1. **to determine the time and place of ordinary meetings of the council up to and including the next annual meeting of the council**

Councillor Farley addressed the Parish Council and confirmed everyone is happy with the current arrangement for the ordinary meetings.

It was agreed that they are.

**RESOLVED:** The ordinary meeting of the council will take at the Council Rooms, Grants Lane, Wedmore, BS28 4NY at 7:30pm on the third Wednesday of every month.

1. **to review inventory of land and other assets including buildings and office equipment**

Councillor Farley addressed the Parish Council and confirmed everyone is happy with the current items listed on the asset register and that it is representative of the assets the Parish Council are responsible for.

It was agreed that this is a work in progress document and although a lot of items have been updated, more still needs to be added. Councillor Reeson questioned as to whether the fencing at the Cemetery and Blackford playground should also be listed as both have been replaced by the council in recent years.

**ACTION: Clerk to confirm who is the ‘owner’ of the fencing at the Cemetery.**

**ACTION: Clerk to add the fencing at Blackford Playground to the Asset Register.**

1. **to review the councils and/or staff subscriptions to other bodies**

**RESOLVED:** That the subscriptions will be continually monitored and reported annually for review.

1. arrangements and delegated responsibilities for committees, sub committees and employees for 2023/2024

**RESOLVED:** That the Planning Agenda will be circulate to all councillors - comments to be submitted to the clerk prior to the meeting

1. **to appoint members to serve on the undermentioned committees and set the dates of the next meetings.**

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| --- | --- |
| Cemetery: \*Councillor Loughrey, Councillor Farley, Councillor Beacom | Planning & Development: \*Councillor Beacom, Councillor Farley, Councillor Loughrey, Councillor Tinney, |
| Facilities, Playground Allotments, Footpaths & Green Issues \*Councillor Reeson, Councillor Thorogood, Councillor Farley, Councillor Banwell | Highways Carpark & Brook  \*Councillor Smith, Councillor Farley, Councillor Tinney, Councillor Beacom |
| Finance, Policy & Resources (inc. Assets) \*Councillor Farley, Councillor Banwell, Councillor Beacom, Councillor Smith, |  |

ACTION: Update website to reflect the changes to committee groups.

ACTION: Send around an updated councillor participation list to members.

ACTION: Schedule meetings on the website

1. to elect a chairman of policy and resources committee

**RESOLVED:** That the Chairman for the Policy and Resources committee for the year will be Councillor Farley

1. **to confirm terms of reference for the policy and resources committee.**

Councillor Farley addressed the Parish Council and confirmed everyone had read the Terms of reference and are confident that no amendments should be made at this time.

Councillor Banwell noted that the Quorum number of the committee should be amended to read 3. Proposed by Councillor Smith, seconded by Councillor Beacom

**RESOLVED:** That the terms of reference for the Policy and Resources committee be amended to read 3 for quorum and then be signed in agreement.

**ACTION: Clerk to upload the new terms of reference for the Policy and Resources Committee to the website**

1. **to appoint representatives on the undermentioned bodies**

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| --- | --- |
| IOW News: Councillor Tinney, The Clerk | Village Halls Councillor Tinney: Blackford, Councillor Smith: Wedmore, and Councillor Reeson: Theale |
| SALC: The Clerk | Green Wedmore Councillor Reeson, Councillor Farley |
| Wedmore Playing Fields Councillor Loughrey, Councillor Banwell | Twinning: Councillor Reeson |
| Wedmore Harvest Home: Councillor Reeson |  |

1. **to review representation on or work with external bodies and arrangements for reporting back**

The clerk advised that to effectively report back from the Local Community Network Meetings (LCN’s) a Councillor should be appointed to attend the meetings. It was agreed that the Clerk also be in attendance to ensure continuity.

**RESOLVED**: The appointed the Local Community Network Meeting (LCN) Representative will be Councillor Thorogood

1. **financial matters**
2. *audit of accounts 01st – 30th April 2023*

Councillor Beacom and Councillor Smith agreed they had carried out the monthly checks and they were accepted as an accurate record to date.

1. *invoices paid since the last meeting – as shown on the attached document*

It was agreed that the invoices paid were authorised.

1. **to agree the chairman and clerk can sign the annual accounting statement for financial year 2022/ 2023**

The Clerk tabled the Accounting Statement documentation.

**RESOLVED:** It was agreed that Councillor Farley and The Clerk should sign the Documents.

**ACTION: The Clerk will upload the Annual Accounting Statement in preparation for the statutory common period for smaller authority’s period for the exercise of public rights - Monday 3 July – Friday 14 July 2023**

1. **to review the council’s expenditure incurred under s.137 of the local government act 1972**

Councillor Farley addressed the Parish Council and confirmed everyone had read the report for the S.137 payments made in the last year. They agreed they had, Councillor Reeson suggested that the Parish Council should explore the adoption of the defibrillator located at the Village Stores – The Parish Council are paying for the servicing of this and Councillor Reeson queries if it should appear on the Asset Register.

**ACTION: Clerk to establish the current owner of the defibrillator in the first instance.**

1. **identification of such business which by reason of special circumstances is, in the opinion of the chairman, urgent and required to be transacted**
2. *to resolve a grant of funds to wedmore harvest home for the road closure expenses for wedmore street fair and wedmore harvest home (ar)*

Councillor Reeson explains the reason for the grant request with the tabled application.

**RESOLVED**: The £1000 will be granted to the Wedmore Harvest Home Committee. Proposed by Councillor Beacom seconded by Councillor Thorogood*.*

**ACTION: Clerk to notify Wedmore Harvest Home and transfer the agreed amount.**

1. *to resolve the purchase of a further speed indicator device (sid) for the parish as per the agreed budget (as)*

**RESOLVED**: The SID will be ordered by Councillor Smith as proposed by Councillor Banwell and seconded by Councillor Thorogood

1. **matters arising, issues and questions raised by councillors** – *Note: For information only as Resolutions cannot be agreed at this agenda item***.**

* Councillor Banwell asked if there were any further updates on the Parish Assembly. The Clerk advised that some people had replied to the invitation extended to the Henry Butt Nominees. At this point the Clerk thinks that around 30 people may be in attendance. Although she hopes there to be more!

1. **matters of report and items for next meeting**
2. **Chairman**

* Councillor Farley has been able to speak with ex Councillor David Cox, he had previously been involved with the ‘retrofit project’ and the possible implementation of EV chargers. Councillor Farley said she was now up to speed in the progress of these areas and will continue to keep the Parish Council updated with any progress.

1. **Clerk**

* Nothing further to report.

1. **Members**

* **Councillor Smith:** Provided a brief update on the Drs Surgery project. This has been halted. Although over the recent weeks Councillor Smith has been chasing for further updates. He has now been told that there should be a report issued in July.
* He also asked if there had been any further progress with the Cross Farm Playground Extension.

The Clerk advised that after some initial questions were raised after receiving the plans including a ransom strip shown as ‘access road for future development’ and some queries in relation to the section 106 agreement detailing the positioning of equipment, the solicitors had at the time of the meeting had been able to provide no further update.

* **Councillor Thorogood:** Reported that following his ‘Have Your Say’ event at Theale, residents had raised some interesting points including the request for better Bus timetables, more Speed limit repeater signs through the village to keep drivers aware of the speed limit, requests to return the Speed Indicator Device (SID) to the village as soon as possible as they believe it does make a difference to the speed people travel through.
* He also reported following a gathering to talk about Footpaths he had been pleased that there were possibly 6 volunteers who would like to be involved in the initial stages of the footpath project. Many of them have reported broken stiles or bridges in the locality. He would like to discuss this further and will submit a request for the next agenda. In the meantime, there needs to be some investigation into if any items such as Kissing Gate or Stiles are available from Somerset as suggested by Councillor Banwell.
* **Councillor Reeson:** Reported that he has received one quote so far for the anticipated repairs to the roof. We are waiting on the finalised plans to be able to send out tenders to get the project underway.

the next meeting will take place wednesday 21st June 2023

**All business conducted the meeting was closed at closed 20:54 pm**