



Wedmore Parish Council

Minutes of the Parish Council Meeting

Held at: The Council Rooms, Grants Lane, Wedmore, BS28 4EA **on:** Wednesday 15th May 2024 **at:** 7:30pm

Present: *Councillor Farley, Councillor Beacom, Councillor Tinney, Councillor Blackshaw, Councillor Banwell, Councillor Loughrey, Councillor Thorogood

In Attendance: Mrs Lindsey Baker (Clerk)

Public Participation:

No Members of the Public present at the meeting.

24.05.1. ELECTION OF CHAIR FOR THE YEAR 2024/2025

Councillor Beacom proposed, seconded by all Councillors that Councillor Farley be nominated as Chairman for the municipal year 2024-25.

There were no further nominations.

RESOLVED: That Councillor Farley be elected as Chairman of Council for 2024-25.

24.05.2. ELECTION OF VICE CHAIR FOR THE YEAR 2024/2025

Councillor Farley proposed, seconded by Councillor Loughrey that Councillor Beacom be nominated as Vice Chairman for the municipal year 2024-25.

There were no further nominations.

RESOLVED: That Councillor Beacom be elected as Chairman of Council for 2024-25.

24.05.3. DECLARATIONS OF OFFICE

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

ACTION: The Clerk will establish with the Monitoring Office if trusteeships through work should be included on councillor declarations.

24.05.4. TO RECEIVE ANY APOLOGIES FOR ABSENCE (*Record approval if appropriate*) LGA1972 S85 (1))

Councillor Smith and Councillor Weale

24.05.5. DECLARATIONS OF INTEREST

Nothing to report.

24.05.6. TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 17 TH APRIL 2024

Councillor Farley addressed the members of the Parish Council and confirmed everyone had read the minutes from the previous meetings.

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

24.05.7. TO REVIEW AND ADOPT APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS.

Councillor Farley confirmed that all members of the Parish Council had received and read the proposed Standing Orders and Financial Regulations presented by The Clerk.

It was agreed that they had – the proposed documents were tabled, a resolution to accept the standing orders as Proposed by Councillor Beacom and Seconded by Councillor Thorogood

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

24.05.8. 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 members and confirmed everyone was happy with the current arrangement for the ordinary meetings.

A proposal was made by Councillor Beacom to bring forward the start of the meetings to 7:00pm.

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Signed:

Date:



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RESOLVED: The ordinary meeting of the council will take place at the Council Rooms, Grants Lane, Wedmore, BS28 4NY at 7:00pm on the third Wednesday of every month other than for the months of June and July where the meetings will be held in Blackford Village Hall and Theale Village Hall depending on availability.

ACTION: The Clerk will update the meeting times on the website and enquire about availability at both Theale and Blackford Village Halls.

24.05.9. 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 accepted as an accurate record and agreed upon by all councillors.

24.05.10. ARRANGEMENTS AND DELEGATED RESPONSIBILITIES FOR COMMITTEES, SUB-COMMITTEES AND EMPLOYEES FOR 2024/2025

RESOLVED: The delegated responsibilities for employees, committees and sub-committees are laid out below.

- **The Clerk:** Has delegated responsibility to ensure that any planning applications for TPOs that are not contentious are responded to with 'No Observations'
- **Committees:** Each of the following committees: Highways, Community Assets and Finance will be granted a budget of £5000.00. As per the Financial Regulations committees have the delegated power to spend this budget as resolved in line with the adopted standing orders.

ACTION: The Clerk will allocate the appropriate budgets on Scribe.

24.05.11. TO APPOINT MEMBERS TO SERVE ON THE UNDERMENTIONED COMMITTEES AND SET THE DATES OF THE NEXT MEETINGS.

Following a short discussion, the members opted to be part of the following committees

RESOLVED:

- **Planning & Development:** *Councillor Beacom, Councillor Farley, Councillor Loughrey, Councillor Blackshaw.
- **Finance:** (*Governance, Policy & Resources, Grants and Funding, HR*) * Councillor Farley, Councillor Weale, Councillor Beacom, Councillor Smith.
- **Community Assets:** (*Cemetery, Allotments, Footpaths, Playgrounds etc*) *Councillor Loughrey, Councillor Blackshaw, Councillor Farley, Councillor Banwell, Councillor Thorogood, Councillor Beacom.
- **Highways:** (*Highways, Brook, Flooding, Carpark*) Councillor Weale, Councillor Farley, Councillor Thorogood, Councillor Beacom.

ACTION: The Clerk will update the website to reflect the appointments.

24.05.12. TO APPOINT REPRESENTATIVES ON THE UNDERMENTIONED BODIES

Following a short discussion, the members opted to be part of the following bodies

RESOLVED:

- **LCN** – Councillor Farley and Councillor Thorogood
- **IOW News** – Councillor Blackshaw
- **Village Halls – Theale:** Councillor Banwell, **Blackford:** Councillor Loughrey, **Wedmore:** Councillor Weale
- **SALC** – Clerk
- **Green Wedmore** – Councillor Thorogood
- **Wedmore Playing Fields** – Councillor Banwell, Councillor Loughrey

ACTION: The Clerk will update the website to reflect the appointments.

24.05.13. TO REVIEW REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK

Following a short discussion, the members opted to ensure that information is fed back to the Parish Council via either verbal update via meeting or by emailed report ahead of a meeting if they are unable to attend.



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RESOLVED: The Parish Council shall receive a report with regard to each of the aforementioned bodies as suitable. This can be presented verbally at a meeting or ahead of a meeting via email.

24.05.14. FINANCIAL MATTERS

(A) AUDIT OF ACCOUNTS 01ST APRIL – 30TH APRIL 2024 (TO RECEIVE A REPORT FROM CLLR'S BEACOM AND SMITH) – PHILLIP

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

(B) INVOICES PAID SINCE THE LAST MEETING – AS SHOWN ON THE ATTACHED DOCUMENT

It was agreed that the invoices paid were authorised.

(C) TO APPROVE PAYMENTS TO BE MADE - INCLUDING THOSE LISTED ON THE ATTACHED DOCUMENT

It was resolved to approve the payment of all invoices until the next meeting.

ACTION: Clerk to pay any outstanding invoices

24.05.15. RECEIVE THE CLERK'S REPORT AND RESOLVE ANY SUITABLE ACTION REQUIRED.

Councillor Farley asked if all the councillors present had had the opportunity to read the clerk's report, it was confirmed they had, and no action was required.

24.05.16. REPORTS FROM SOMERSET COUNCIL COUNCILLORS (by invitation)

None Present

24.05.17. TO AGREE THE CHAIRMAN AND CLERK CAN SIGN THE ANNUAL ACCOUNTING STATEMENT FOR THE FINANCIAL YEAR 2023/ 2024

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 June – Friday 12 July 2024

24.05.18. 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 is happy with the expenditure incurred under s137 and that it is representative of the resolutions made by the Parish Council.

It was accepted as an accurate record and agreed upon by all councillors.

24.05.19. IDENTIFICATION OF SUCH BUSINESS WHICH BY REASON OF SPECIAL CIRCUMSTANCES IS, IN THE OPINION OF THE CHAIRMAN, URGENT AND REQUIRED TO BE TRANSACTED

Councillor Farley proposed that following an application for co-option by Mr William Smart, to the Parish Council, it would be appropriate to resolve the application at this agenda item. She confirmed that all members of the Parish Council had received and read the application presented by Mr Smart.

It was agreed that they had – the application was tabled.

RESOLVED: Councillor Beacom proposed that Mr Smart be co-opted to the Parish Council. This proposal was seconded by Councillor Banwell

ACTION: The Clerk will write to Mr Smart and advise of the resolution and ask him to attend the next meeting.

ACTION: The Clerk will ensure the co-option is relayed to Somerset Council.

24.05.20. MATTERS ARISING AND QUESTIONS RAISED BY COUNCILLORS – Note: For information only, Resolutions cannot be agreed upon at this agenda item.

- **Councillor Tinney:** Advised that given his current health situation, he will not be standing on any committees.
- **Councillor Banwell:** Thanked Councillors for the grant given to the Wedmore Young Farmers Advisory Committee to support the Wedmore Young Farmers 90th Show and Sale it was a great day overall.
 - Theale Village Hall lease has been signed by committee members; the Parish Council will receive their copy shortly.
 - She had also met with the chairman of Theale Show, he is eager to recruit committee members.



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- **Councillor Thorogood:** Has been contacted by a Member of the Public regarding the footpath maintenance program, Councillor Thorogood will progress their enquiry through the footpath committee.
- **Councillor Farley:** Gave an overview of the Wellbeing Day – the Parish Council was able to retrieve quite a lot of feedback from Members of the Public regarding their priorities. *NOTE: Signs and name tags are needed for next year.*

24.05.21. COMMITTEE REPORTS – *For information*

- **Councillor Loughrey** – Gave an update to the Parish Council following the recent Cemetery meeting, the intent for ‘working party days’ and Topple testing implementation.
- **Councillor Beacom** – Gave an update to the Parish Council following the recent planning meeting, a new application has been submitted for a proposal for development at Combe Batch. The committee resolved to object to this application and is currently formalising the reasons ahead of submission.
- **Councillor Banwell** – Gave an update to the Parish Council following the recent Wedmore Playing Field Management Committee meeting, there was no mention of the public toilet.

24.05.22. ITEMS FOR THE NEXT MEETING

- To formally co-opt Mr Bill Smart to the Parish Council.

All business conducted the meeting was closed at 21:06
Next Meeting: Wednesday 19th June 2024