

LEIGH ON MENDIP PARISH COUNCIL
Meeting held at Memorial Hall on Monday 25th April 2022

Present: Cllrs Dave Mattick (Chair), Iain Kirby, Estelle Kirby, Paula Freeland, Vicki Taylor, Martin Carter

Also in attendance: Kate Egan (Clerk)

1 Public Forum

There was one member of the public in attendance

2 Welcome by the Chairman

The Chair welcomed Councillors to the meeting

3 Apologies for absence

Cllr Vicki Trundle

4 Absent

No Councillors were absent

5 Declaration of Interests, Dispensations and Requests for Recording

Cllr Martin Carter declared an interest in item 10 in relation to planning application 2022/0778/APP.

6 County and District Councillor Reports

Both County Councillor Phillip Ham and District Councillor Alan Townsend sent their apologies.

7 To confirm the minutes of the previous meetings held on 21st March, previously circulated.

The Council **RESOLVED** that the minutes for 21st March be accepted as a true record and were signed by the Chair

8 Matters arising from the minutes but not on the agenda

(a) Cllr Iain Kirby will speak to the prospective Council Tree Advisor to confirm they are happy to accept the role. This will be brought back to the next meeting.

(b) Cllr Paula Freeland was thanked for the first article relating to the Village Design Statement posted recently on the village Facebook page. Hopefully this will be a regular item on the Facebook page.

9 Planning Applications – If other planning applications are received between the date of this notice and the date of the meeting, they may be considered

The Parish Council had not received any planning applications since the last meeting.

(a) **2022/0778/APP** The Parish Council is not consulted formally on condition discharges but a response was sent regarding the Construction Management Plan.

10 Planning Applications – Responses to be noted from Mendip District Council and Being Monitored

Due to the number being monitored, these have been included in a separate supporting document.

11 To Be Resolved / Discussed.

(a) **Has any response been received from Somerset County Council as to whether permission is required for work to be carried out on the Park Hayes grass area?**

A response had been received, this was discussed and this will be put on hold until further information is received from Wainwrights Quarry.

(b) **Proposal to accept the quote for purchase of a Jubilee Bench - £365.00 ex VAT.**

The Council **RESOLVED** to accept the quote of £365 + VAT for the purchase of a Jubilee Bench

(c) Proposal to agree the fee to the Internal Auditor

The Council **RESOLVED** to pay a fee of £50 to the Internal Auditor and he was thanked for his work over the years.

(d) Update from Cllr Paula Freeland on quotes for the work required on the churchyard walls.

An informal quote has been received for approximately £2,500.00. This will be passed to the Parochial Church Council for discussion.

(e) Proposal to agree the final draft copy of the Annual Newsletter

A copy was passed round to Councillors, corrections were made. A final copy will be emailed to Councillors before being printed at the end of the week.

(f) Proposal to ratify the decision made at the last meeting to build a new Village/Parish Council website using WordPress and to pay the Clerk up to an additional 10 hours for the additional work involved.

The Council **RESOLVED** to ratify the decision made at the last meeting to build a new Village / Parish Council website using WordPress and to pay the Clerk up to an additional 10 hours for the additional work involved.

(g) Proposal for Cllr Estelle Kirby and the Cemetery Clerk to attend the ICCM Burial Compliance Course on 23rd and 24th August at a cost of £145 per person

The Council **RESOLVED** that Cllr Estelle Kirby and the Cemetery Clerk would both attend the ICCM Burial Compliance Course on 23rd and 24th August at a cost of £145 per person.

12 Clerk's Report

(a) The Parish Council is still waiting to hear from District Councillor Alan Townsend on why the approval of reserved matters are not publicly available on the Mendip District Council website. **Update** A reply has been received – Reserved Matters would normally be the subject of a separate application and would be treated as such by Mendip.

(b) No further news has yet been received as to the status of the grant application to Wainwrights. Tarmac have confirmed that the first Community Fund Management meeting was held on 30th March.

(c) The Parish Council are still awaiting information from the police about the parked cars. Once information has been received, notices will be issued. **Update** No further complaints have been received for the time being. If reoccurrences happen residents will be spoken to and as a last resort the notice will be issued.

(d) The new Community Website is currently being built, and once complete the existing domain name will be transferred across. **Update** The domain name was transferred on 25th April and the new website is now live. The Parish Council would like to thank the late David Turner and his son for their help over the past twenty years for the free hosting, design and support. Cllr Dave Mattick will send a thank you card to the family.

(e) The Burial Register for the Cemetery has now been located. Once Cllr Estelle Kirby and the Cemetery Clerk have attended the Burial Compliance Course in August, extra registers may need to be purchased in order to comply with the rules and regulations.

(f) The new bank account with Unity Trust Bank is now open, the closure of the old NatWest Account is still ongoing, but once it is fully operational payments will be made via bacs. **Update** The Natwest Bank account has now been closed, it was finalised on 25th April and all the monies have been transferred to the new Unity Trust Bank account.

13 Accounts for the Year Ending 31st March 2022**(a) Note the Annual Internal Audit Report from the Internal Auditor**

The Council noted the report from the Internal Auditor

(b) To Approve the Annual Governance Statement of 2021/2022 of the Annual Return

The Council **RESOLVED** to approve the Annual Governance Statement 2021/2022

(c) To approve the Accounting Statement 2021/2022 of the Annual Return

The Council **RESOLVED** to approve the Accounting Statement 2021/2022 of the Annual Return

(d) Notice of Public Rights and Publication of Annual Governance and Accountability Return.

The Council **RESOLVED** that the dates for the period of exercise of public rights would take place commencing Monday 13th June and end on Friday 22nd July 2022

(e) Signature of Exclusion Certificate

The Council **RESOLVED** to approve the Exclusion Certificate and it was signed by the Chair and the Responsible Finance Officer.

14 Finance**Bank Balances as at: 31st March 2022**

Current Account £8927.55

Reserve Account £9573.99

Receipts

(a) Annual rent from the Allotment Association - £2.00 – received 30.03.22

(b) Annual Precept - £11,300 – received 11.04.22

Payments

(c) SLCC Training Webinar - £20.00

(d) Clerks Salary – March - £298.08

(e) Monthly Payment – Ionos - £1.20

(f) Leigh on Mendip Memorial Hall – Hall Hire - £40.00

(g) Purchase of ink cartridges - £14.77

(h) Refund to Cllr Estelle Kirby for purchase of the Jubilee Bench - £395

(i) Grave Digger Payment - £150.00

(j) Payment to Internal Auditor – £50.00.

The Council **RESOLVED** to accept the above payments and receipts

15 Councillor Reports**(a) PCSO**

There were no new issues to report

(b) Footpaths

There were no new issues to report

(c) Rangers

There were no new issues to report

(d) Highways

The maintenance recently carried out at Park Hayes was carried out quickly. Missing white lines around the village were reported last year and the Council has been informed they are in the works programme to be carried out. The street cleaners are still coming through on a regular basis.

(e) Recreation Field

Plans are being drawn up regarding the new playground, further consultation may be required.

04/22-23

(f) Quarry

At a recent meeting of the Halecome Quarry Community Fund, three applications were approved for the village. The next round of funding is now open, the deadline is 31st July 2022 with payments being issued in September. Leigh on Mendip Parish Council would like to receive any applications prior to their meeting in July.

Cllr Paula Freeland left the meeting at 9.15pm

(g) Allotment Association

Compliments had been received on how the tidy the allotments were being kept.

(h) Cemetery

The incorrect memorial stone has now been resolved and the Council would like to thank Cllr Estelle Kirby for dealing with the issue.

(i) Memorial Hall

There are no new issues to report

(j) School

There are no new issues to report

16 Correspondence

(a) NALC – Giving local council more of a say on housing – forwarded 22.2.22

(b) Frome Area LCN Meeting Wednesday 30th March – forwarded 24.3.22

(c) Frome Area LCN Meeting Tuesday 26th April – forwarded 06.04.22

(d) Minutes of the Whatley and Westdown Community Liaison Group Meeting held on 24th March and date for the next meeting is Tuesday 28th June which will be a hybrid meeting – forwarded 06.04.22

(e) Mendip District Council April Bulletin – forwarded 09.04.22

17 Matters to report / items for next agenda

18 Date and time of next meeting:

Monday 16th May 2022 in the Memorial Hall starting at 6.30pm. This will include the Annual Parish Meeting, the Annual Council Meeting followed by the monthly Parish Council Meeting.

Please note the earlier start time for the next meetings.

Meeting closed 9.20pm