

COMPTON DUNDON PARISH COUNCIL

Clerk: Stanislaw Berkietka FCSI, Castlebrook House, Castlebrook, Compton Dundon TA11 6PR. Tel 01458 448921
 Email comptondundonclerk@gmail.com Website: www.comptondundon-pc.gov.uk

MINUTES of the ANNUAL PARISH COUNCIL MEETING

held at Meadway Hall, Ham Lane, Compton Dundon on **Wednesday 3rd May 2017**

MEMBERS PRESENT: Councillors Diane Churches, Greg Jones, Tiffany Kearton, Stephen King, Hugh Thomas and Geoff Walker.

IN ATTENDANCE: Cllr. Dean Ruddle (SCC, SSDC), Cllr. Stephen Page (SDCC), Stanislaw Berkietka (Parish Clerk)

There were no members of the general public present.

157.1 Election of Chairman

In accordance with Standing Orders, Cllr Greg Jones opened the meeting and invited nominations for the position of Chairman. Cllr. Steve King proposed Cllr. Greg Jones and this was seconded by Cllr. Diane Churches. There being no other nominations it was **RESOLVED** that Cllr. Greg Jones shall be the chairman for the forthcoming civic year.

157.2 Declaration of Chairman's acceptance of office

Cllr. Greg Jones signed the Chairman's Declaration of Acceptance of Office witnessed by the Proper Officer, Mr. S. Berkietka who also signed the form.

157.3 Election of Vice Chairman

Cllr. Greg Jones invited nominations for the position of Vice Chairman. Following a brief discussion Cllr. Greg Jones proposed Cllr. Steve King be appointed for the forthcoming year and this was seconded by Cllr. Tiffany Kearton. There being no other nominations it was **RESOLVED** that Cllr. Steve King shall be the Vice Chairman for the forthcoming civic year.

157.4 Apologies for Absence

Cllr. Vicki Olivier sent apologies for absence and it was **RESOLVED** to accept them and the reason for absence.

157.5 Declarations of Interest – None at this stage.

► **PUBLIC PARTICIPATION** - None at this stage

157.6 Appointment of authorized cheque signatories

It was **RESOLVED** that Councillors Churches, Kearton, Jones, King, Olivier, Thomas and Walker shall continue to be authorized to sign cheques on behalf of the Parish Council in accordance with Standing Orders.

157.7 Appointment of Responsible Financial Officer

The Council **RESOLVED** that the Clerk continue as the Responsible Financial Officer.

157.8 Approval of the Annual return for YE 31 March 2017

The Clerk presented the Accounting Statement, Section 2 of the Annual Return for 2016-2017. Following a brief discussion Cllr. Greg Jones proposed approval of the statements. This was seconded by Cllr. Hugh Thomas and the proposal was carried unanimously. The Chairman and the Clerk signed sections 2 of the Annual Return.

157.9 Appointment of Officers

- a) Parish Paths' Liaison Officer: It was **RESOLVED** that Cllr. Greg Jones shall be the Parish Paths' Liaison Officer for the forthcoming year.
- b) Parish Environmental Warden: It was **RESOLVED** that the Clerk shall continue as Parish Environmental Warden.
- c) Parish Tree Warden: It was **RESOLVED** that Cllr. Tiffany Kearton shall be the Parish Tree Warden.

157.10 Appointment of members to internal committees

- a) Staffing Committee: It was **RESOLVED** that Councillors Greg Jones, Tiffany Kearton, Diane Churches shall serve on the Staffing Committee.
- b) Planning Committee: It was **RESOLVED** that Councillors Vicki Olivier, Geoff Walker, Steve King shall serve on the Planning Committee.
- c) Appeals Committee: It was **RESOLVED** that Councillors Hugh Thomas, Vicki Olivier and Steve King shall serve on the Appeals Committee.

157.11 Schedule of meetings for 2017/2018

Cllr. Hugh Thomas proposed that the 2017-2018 schedule of meetings (as tabled) be adopted. Seconded by Cllr. Diane Churches the motion was passed unanimously.

157.12 Minutes of the Parish Council Meeting held on 5th April 2017

It was **RESOLVED** to accept the minutes of the Parish Council meeting held on 5th April as a true record and the Chairman signed them.

157.13 Planning

a) Notifications of district council planning determinations

1. Enforcement Notice on Land at Worley Hill Reserve, Mrs Ann Stacey – **NOTICE WITFDRAWN** and planning appeal reference 3165801 passed back to the Planning Team to determine further process.
2. The South Somerset District (Compton Dundon No. 1) Tree Preservation Order 2016 – **TPO NOT CONFIRMED.**

b) Planning and Legal Consultations – None received

- c) **Other planning issues** – The Chairman advised that he had spoken with Mr. Garry Marshman with regard to changes to his planning permission. When consultation was concluded with SSDC Mr. Marshman would like to meet with the Council to discuss the changes.

157.14 Insurance Cover

The Clerk summarized the existing insurance cover as being for general, legal, public and fiduciary liability as well as for property (memorial and playground). Two years ago the Council approved Zurich as the provider for a three year period. The cover has been increased to include the new Petanque Court, dog bins and computer equipment. Cllr. Greg Jones recommended its adequacy and the Council **RESOLVED** to renew the policy for a further year with Zurich.

157.15 Accounts.

- a) The Clerk gave the following report on bank accounts:

Treasurers A/C Statement at 3 rd May 2017		4,756.06
Less - Unpresented cheques:		0
Plus - Uncleared lodgements:		0
Treasurers A/C Adjusted Balance at 3 rd May 2017		4,756.06
Business Instant Access A/c Balance at 3 rd May 2017		49,561.03
Overall Bank Balance		54,317.09
Overall Ledger Book Balance		54,317.09

- b) The following cheques and transfers were tabled for approval:

Purpose for Expense	Chq No.	Amount	VAT	Recover
Parish Magazine inv 2010	001055	122.63	0	N/A
St Margaret's Somerset Hospice grant	001056	50.00	0	N/A
St Andrew's PCC grant	001057	500.00	0	N/A
Zurich Insurance premium	001058	468.47	0	N/A
Clerk salary & expenses CD147	001059	309.83	3.74	Y
HMRC – Paye month 1/2017-18	001060	58.20	0	N/A
Total value of cheques		1,509.13	3.74	

It was **RESOLVED** that the cheques be approved and signed.

157.16 Reports

- a) **Report from the County Councillor** – nothing to add to the report at the Annual Meeting.
- b) **Reports from the District Councillors** – nothing to add to the report at the Annual Meeting.
- c) **Chairman's Report** – nothing to add to the report at the Annual Meeting.
- d) **Report from the Police** – There was no additional report
- e) **Report from the Rights of Way Officer** – Three Ashes Lane was cleared by the volunteers. A brief discussion ensued regarding the stile on Dundon Beacon – it has a loose pillar and the drop from the cross piece is deemed dangerous.
- f) **Report of the Village Hall Committee** – Minutes noted.

157.17 Highway Report

The report was reviewed and no new items added. The missing bus stop opposite Shepherds Close was discussed and the Clerk was requested to follow-up on the action SCC was taking.

157.18 Correspondence and items requiring discussion/decision

- a) Action on the bus shelter – Cllr. Geoff Walker presented the three quotes he had received and explained that at that the limitation of the site would not allow for a brick/stone shelter. Following some questions the Council **RESOLVED** to accept the quote from Sparkford – Cllr Geoff Walker did not vote. Following this decision a discussion took place regarding the Jubilee Notice Board. It was **RESOLVED** to refurbish the board.

- b) Action on Community iPad training course – It was agreed that courses should be commissioned but that a joint Council-Village Hall Committee initiative was the preferred route. Cllr. Tiffany Kearton agreed to raise the issue at the next VH Committee meeting.
- c) Discussion on “The Great Get Together” letter – The date is set as 17-18 June and it was agreed to put details of the proposal on the web site.
- d) Action on Berhill Road and B3151 traffic volume and weight restrictions – The topic was continued from the Annual Parish Meeting and concentrated on enforcement difficulties. It was agreed that the Clerk would formally write on the issue to Cllr Dean Ruddle.
- e) Discussion on the Youth Social Action Fund – Content noted but there are currently no projects.

157.19 Correspondence for information

SSDC information on SRA budget and spending plans; Growing a Rural Community survey; DEFRA update on poultry measures; Rural Housing spotlight; Somerset Wildlife News; Somerset Play Forum AGM; CCS Thatch newsletter; Rural Services Network (weekly e-mails).

157.20 Councillors’ requests for agenda items for the next Parish Council meeting.

157.21 Date of the next meeting of the Parish Council is scheduled for 7pm, 7th June 2017.

There being no further business the meeting ended at 20:30

Signed as a true record
Cllr. Greg Jones (Chairman)

Date: 7th June 2017