

**CHILTON POLDEN PARISH COUNCIL
DRAFT MINUTES FROM THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 12TH OCTOBER 2016 AT 7.30PM
IN THE CHURCH HALL**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime and Disorder, Health and Safety and Human Rights.

- 1) **Those Present:** Chairman A Carr, Cllr Aylmer, Cllr Hayne, Cllr Baker. In attendance – the Clerk and 6 Parishioners
- 2) **Apologies for absence: None**
- 3) **Declarations of Interest: None**
- 4) **Statements by County/District Councillors. None**
- 5) **Minutes of the Parish Council Meeting held on 20th July 2016:** These were accepted as a true record and signed. **Re the minutes from September 14th 2016** – as there were so many amends required the Clerk stated that he would make all the amends and then circulate in time to have them in the Polden Post, notice board and web site
- 6) **Matters arising** (including matters of report from the minutes not itemised below) A reply from Rev Tweedy from the PC letter to him on August 19th was read by the Clerk
- 7) **Financial Matters and Planning:**
 - a) **Financial Update:** As at 10th October 2016 the current account stands at £3677.63 and the number 2 account stands at £9039.30. It was agreed that the Chairman and the Clerk to meet up to finalise transfers between the 2 accounts
 - b) **Clerk's Salary and Admin:** The Council agreed to pay the Clerk's salary of £185.53 and the PAYE element of £35. This was proposed by Cllr Carr and seconded by Cllr Baker. All in favour
 - c) **Citizens Advice Donation - £100** – The Council agreed to pay this invoice. Proposed by Cllr Baker and seconded by Cllr Carr. All in favour
 - d) **Sedgemoor Council -£220 + VAT** – This was for grass cutting on the playing field – The Council agreed to pay this invoice. Proposed by Cllr Baker and seconded by Cllr Carr. All in favour
 - e) **Church Hall Hire - £16** The Council agreed to pay this invoice. Proposed by Cllr Carr and seconded by Cllr Hayne. All in favour

- f) **Grant Thornton Audit Fee - £100 + VAT** – The Council agreed to pay this invoice. Proposed by Cllr Carr and seconded by Cllr Baker. All in favour. The Clerk to write to SALC to ask for guidance for the heavy handed approach by GT
- g) **SALC Funding for PC laptop/printer/software** – it was agreed unanimously for the Clerk to make an application to SALC for funding – which would benefit the Council now and in the future
- h) **SALC Chairman training invoice - £30** The Chairman had attended a course. The Council agreed to pay this invoice – proposed by Cllr Baker and seconded by Cllr Aylmer. All in favour

PLANNING – NONE

- 8) **New Parish Councillor** – At this point the Council welcomed Becky Oram as the new Parish Councillor and wished her the best. It was agreed that the advert would still be on the web site and a notice submitted in the Polden Post asking for parishioners to fill the other vacancies.
- 9) **Community Questionnaire/Data Protection** – It was agreed that the Clerk to contact Mr B Parsons to ask how his original proposal was going to be administered. Parishioner Mr C Lush was to let the Clerk know who had had a questionnaire delivered so the Council could work out how next to proceed. It was agreed to amend the form to accommodate the data protection clause. The Clerk to report at the next meeting of the findings
- 10) **Flood alleviation update** – As Mr Davidson had resigned from the Council, the Clerk had been in touch with him to collect all the information he had on the project. The Council would like to put on record the excellent work he had carried out on behalf on the Parish. A CD was to be circulated to all the Cllrs with all the files Mr Davidson had regarding this project. A letter, as agreed at the last meeting had been sent to County Hall, County Cllrs, District Cllrs and our MP, which the Clerk is to circulate to the Parish Cllrs.
- 11) **Process Management** – It was agreed for the Clerk to contact SALC as the best structure/top tips of “out of meeting” correspondence circulated to the Cllrs. Proposed by Cllr Hayne and seconded by Cllr Aylmer. All in favour
- 12) **Capping Consultation** – The Clerk informed the Council of the guidelines from SALC re the proposed consultation from the Government. The Clerk to circulate the documentation and write to SALC with our response.
- 13) **All Parish Meeting/ Cluster Consultation** – The Council agreed to the new proposals and the Clerk to write to SDC with agreement and to ensure a Cllr would attend the meetings twice a year

14) SALC AGM Update – Cllr Carr informed the meeting of his attendance and that the Clerk to contact SALC to see if there was an electronic copy of the meeting for distribution to the Cllrs

15) Bus Service – Cllr Baker informed the meeting of the possibility of losing the early morning bus service through the village. To this extent, the Clerk to write to the other Clerks within the Poldens to inform them. It was also agreed to write to County/District Cllrs along with the bus provider for confirmation along with the proposed new bus timetable

16) Cllr Training – It was agreed for the Clerk to contact SALC as to what courses would be available

MATTERS OF REPORT - Cllr Hayne had received some concerns from parishioners re the cutting back of hedges and overhanging vegetation on the roads. The Clerk to place on the web site/Polden Post stating that it is the responsibility of house owners to keep hedges trimmed back.

The meeting closed at 9.27pm

Date of Next Meeting: Wednesday 9th November 2016 at 7.30pm
Jim Murray, Parish Clerk
13th October 2016