

**CHILTON POLDEN PARISH COUNCIL
DRAFT MINUTES FROM THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 8TH JUNE 2016 AT 7.30PM
IN THE CHURCH HALL/PARISH 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:** Mr A Carr, Mr M Aylmer, Mr M Davidson, Mr T Hayne, Mr B Parsons. District Councillor Mr S Kingham- in attendance The Clerk
- 2) **Apologies for absence:** Mrs G Baker
- 3) **Declarations of Interest:** None
- 4) **Statements by County/District Councillors.** None
- 5) **Minutes of the Parish Council Meeting held on 11th May 2016:** These were accepted as a true record and signed.
- 6) **Matters arising** (including matters of report from the minutes not itemised below)
Mr A Carr gave details of the asset register which will be updated
- 7) **Financial Matters and Planning:**
 - a) **Financial Update:** As at 8th June 2016 the current account stands at £5538.25 and the number 2 account stands at £5189.30
 - b) **Clerk's Salary and Admin:** The Council agreed to pay the Clerk's salary of £185.53 and the PAYE element of £35.00. This was proposed by Mr A Carr and seconded by Mr M Aylmer. All in favour
 - c) **Approval of audit documents for 2015/16 accounts**
 - 1 approval of statement of accounts
 - 2 Approval of annual governance statement
 - 3 endorsement of risk assessment policyThese were agreed and signed
 - d) **Bank transfers** – The Clerk had looked at the bank accounts and informed the meeting that the following transfers were needed - £3850.00 to the number 2 account and £2870.50 to the number 1 account. A letter was to be sent to Santander to action. This was proposed by Mr A Carr and seconded by Mr M Davidson. All in favour.
 - e) **Richard Young Internal Audit Fee** - £10 It was agreed to pay this invoice. This was proposed by Mr A Carr and seconded by Mr B Parsons. All in favour

PLANNING –

- 19/16/00004** West House Farm – The Council agreed to object to this application. This was proposed by Mr A Carr and seconded by Mr M Davidson. All in favour
- 19/16/00005** Canny Croft, Scrubbits Lane – The Council had no observations with this application. This was proposed by Mr A Carr and seconded by Mr M Aylmer. All in favour
- 8) Flood Alleviation update** – Mr M Davidson stated that a meeting has been arranged at the end of June with the consultant engineer and the Rivers Authority to finalise the work to be undertaken and the revised costings.
- 9) Cluster Meetings revamp** – Following an email received from Sedgemoor outlining proposed changes to future Cluster meetings – it was agreed that the Clerk to respond in favour of the changes
- 10) Defibrillator** – The Clerk had received a letter from East Brent of who they had used to buy their defibrillators(3) from. It was agreed that the Clerk was to write to 3 companies asking them to quote. So that there was no confusion of what was required a spec sheet was to be produced to then get like for like quotes. Once these were received the Clerk was to write to the VHG to ask permission if the defibrillator could be installed at the Hall
- 11) ABCD (asset based community development)** – after much discussion it was agreed that the Councillors were to produce a list of possible ideas for a flyer to be distributed asking the Villagers for their input. This was to be done for the July meeting
- 12) Parish/Church Hall** Mr A Carr presented a list of actions to take to preserve the Hall for use of the inhabitants and the Councilors to report back at the July meeting of their recommendations of the way forward.
- 13) July Parish Council Meeting** – Due to a family commitment of the Clerk – it was agreed to change the date of the next Council meeting to Wednesday 20th July. The Clerk thanked the Councilors

Date of Next Meeting: Wednesday 20th July 2016 at 7.30pm

Jim Murray, Parish Clerk

10th June 2016