

MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL
Held at Bishops Hull Hub
THURSDAY 7th DECEMBER 2023 AT 7.00PM

Members Present:

Cllr T Taylor – Chairman
Cllr B Fernandes

Cllr J Hunt – Vice Chairman and Somerset Cllr
Cllr M Trout

Also Present: Helen McGladdery – Clerk and RFO, 1 members of the public and Cllr Ellis

HAVE YOUR SAY

1. A local resident raised safety concerns over the closure of Netherclay Bridge forcing residents to walk on the road to enter the Woodland and requests the Parish Council looks at options.

Action: The Clerk to contact Highways, to request safety fencing is installed to make a dedicated walkway

2. Cllr Ellis gave a verbal report detailing the financial position of Somerset Council
3. Cllr Hunt gave a verbal update on the no.3 bus now taking card payments and the Park & Ride will have a new operator from February 2024. He also gave an update on feedback he has received from Rumwell residents to application 05/23/0030

Meeting starts 7.30pm

451. To receive apologies for absence and approve reasons given

Cllr N Fernandes – Personal reasons
Cllr M Jollands – Family commitments
Cllr A Plumbly – Work commitments
Cllr R Reed – Work commitments
Cllr J Wilson – Family commitments

452. Declaration of Interest not already recorded

None

453. To Agree Minutes of the Meeting held on Thursday 2nd November 2023.

The minutes of the meeting were agreed as a true and accurate record of the meeting and signed by the Chairman

Action: The Clerk to add the minutes to the website

454. Emergency Plan

To receive presentation from Nicola Dawson – Somerset Council Civil Contingencies manager

Nicola Dawson was unable to attend due to work commitments and it was agreed to defer this item until March meeting

Actions for implementation of an emergency plan

Members accepted the basic plan constructed by the Clerk.

Action: The Clerk to finalise the plan and circulate to all volunteers

455. Sensory Trail - To receive the latest update and progress on the project

David Gurr was present and gave a verbal update that the finalised plans should be completed and ready for tender in January 2024

The Chairman read an email received from Paul Bulbeck relating to the sub lease for the Parish Council

Action:

1. The Clerk to circulate the email to Members
2. The Parish Council to seek advice from SALC regarding instructing a solicitor

456. Planning

To receive the Planning panel report on planning applications received:

05/23/0033 - Erection of a single storey extension to the rear of 38 Heron Drive, Bishops Hull

Resolved: No Comment

38/23/0347 - Variation of Condition No.s 02 (to amend the approved Masterplan and add Parameter Plans), No. 24 (to deliver the spine road on Staplegrove West only), removal of Condition No. 25 (the temporary access road to Corkscrew Lane) of application 34/16/0007 on land at Staplegrove West, Taunton (The Staplegrove Garden Community)

Resolved: No Comment

05/23/0032/T - Application to carry out management works to one oak tree included in Taunton Deane Borough (Bishops Hull No.1) Tree Preservation Order 1997 at 16 Waterfield Close, Bishops Hull, Taunton (TD700)

Resolved: No Comment

Action: The Clerk to submit responses

Kinglake - Update on the progress of The Parish Council taking responsibility for and maintenance of communal open spaces within Kinglake development

Dan Mawer – Persimmon has advised that the planting has commenced. The Sustainable Drainage systems (SUDs) management plan has been submitted to Somerset Council and the Sewers have been signed over to Wessex Water, work will progress to sign over the road to Somerset Council.

Rebecca Staddon – CIL Officer Somerset Council advised once all works had been carried out the Enforcement Officer will carry out his inspections and the PC will be invited to have representatives present.

457. Financial Matters

Detail of Receipts and Payments since previous meeting:

Receipts:

Community News Adverts	£120.00
BH HUB Loan repayment	£917.69

Payments:

SALC training Tony -playgrounds	£50.00
Geral Eysers – October Allotments	£34.00
BH HUB hire - Nov	£28.00
BH VH&PF Trust Som Council grant	£1,700.00
Weavo fencing _ allotments	£1,112.27
Carly Press - Dec Community News	£190.00

Somerset Council pension - Nov	£496.47
HMRC - Nov	£392.27
H McGladdery - Expenses	£35.49
PWLB – HUB Loan	£917.69
The Clerk and D Pennys November salaries were paid in this period	

To receive budget to spend monthly report

Attached to the minutes

To receive the Internal Audit report

The internal audit report was distributed to Members and confirmed the Internal Auditor found no matters of non-compliance

To consider quote for road sweeper lorry

Members were advised the cost of the road sweeper lorry was £112.50 per hour (for a minimum of 2 hours on Saturdays)

Members decided not to progress with additional road sweeping

To consider a donation to Citizens Advice Somerset

Resolved: Following a proposal from Cllr Fernandes, seconded by Cllr Trout with a unanimous vote member agreed to a donation of £100.

It was also agreed to advertise the services of the citizens advice in the Community news along with other support available to residents.

Action:

1. The Clerk to arrange the payment
2. The Clerk to add information on support available to residents to future Community News

458. Somerset Council Financial position

To discuss letter received from Cllr Bill Revans – Somerset Council on assets and services devolution

The letter from Cllr Revans was distributed to Members and advised of the Somerset Council financial position and the possible loss of services to Parishes from 2024.

To discuss the implications on residents if the Parish Council does not take control of local services and assets

Members were advised that there would be a reduction in services provided from Somerset Council such as grass cutting/bin emptying/weed killing/gully clearance. The Parish Council now has the opportunity to take on assets or services from Somerset Council

To discuss the Draft Budget and the requirement to raise the precept if additional services and assets are devolved to Parish Council

The Clerk prepared a draft budget (attached to these minutes) and at the guidance of the Somerset Council Lead Member for Resources and Performance allocated funds to Community resilience. The draft budget was agreed by Members and will go to the January meeting for formal approval.

Resolved: Following a proposal from Cllr Taylor, seconded by Cllr Trout with a unanimous vote members agreed to express an interest in taking on assets and services from Somerset Council

Action: The Clerk to email Somerset Council to express an interest.

459. Clerks Report which will include all matters arising from previous minutes and items of interest

The Clerk's report was distributed to Members detailing actions from the previous meetings and listed meetings and training attended by the Clerk, including Event Risk Assessment training.

460. Youth Parish Council - Update from Cllr Reed

Deferred

461. Allotments update on the progress of the raised beds

Members were advised that the raised beds have been delivered and soil will be ordered in the new year. Members agreed the price of the beds as follows:

8x4 - £15 per year and 6x4 - £10 per year

Cllr Trout will meet with prospective new plot holders

Action: The Clerk to email new plot holders

462. Update on Speed Indicator Device (SID) installation

All residents have been contacted if the proposed new site will be near their property, a mixture of responses has been received. A consultation will be held at the HUB on Saturday 9th December. The response from the police for support with speed cameras was very disappointing.

463. Suggested items from Councillors for inclusion in next meeting

1. Sensory Trail
2. LCN Feedback
3. Greenway project presentation
4. 2024/25 Finalised budget
5. Precept request

Date of next meeting: Parish Council meeting Thursday 18th January 2024 at 7.00pm – Bishops Hull HUB

Meeting closed: 9.30pm

Cllr Tony Taylor – Chairman

Attachment:

1. Budget to spend report
2. Draft Budget

1. Budget to spend report to 30 November 2023

RECEIPTS	Actual		Budget	Variance
Precept	£ 37,170.00		£ 37,170.00	£ -
Grants	£ 7,000.85		£ 2,020.00	£ 4,980.85
Interest	£ 1,274.83		£ 100.00	£ 1,174.83
Community News	£ 2,832.00		£ 2,850.00	-£ 18.00
Allotments	£ 45.00		£ 980.00	-£ 935.00
Loan	£ 917.69		£ 1,835.38	-£ 917.69
CIL Payments	£ -		£ -	£ -
Vat refund	£ 861.69		£ -	£ 861.69
Sensory Trail fundraising	£ 383.00		£ -	£ 383.00
Total Receipts	£ 50,485.06		£ 44,955.38	£ 5,529.68
PAYMENTS				
VAT	£ 1,245.27		£ -	£ 1,245.27
Clerks salary	£ 10,957.40		£ 15,200.00	-£ 4,242.60
Pension Contributions	£ 3,014.16		£ 4,300.00	-£ 1,285.84
Clerks allowance	£ 156.00		£ 312.00	-£ 156.00
Establishment costs	£ 498.86		£ 2,500.00	-£ 2,001.14
Local amenities	£ 1,896.34		£ 2,500.00	-£ 603.66
Supporting local groups	£ 2,700.00		£ 4,700.00	-£ 2,000.00
Allotments	£ 1,672.70		£ 500.00	£ 1,172.70
Community news	£ 1,885.00		£ 2,850.00	-£ 965.00
Audit (Establishment cost)	£ 470.00		£ 500.00	-£ 30.00
Insurance (Establishment cost)	£ 495.46		£ -	£ 495.46
CIL funds	£ 1,612.73		£ -	£ 1,612.73
Local services	£ 86.19		£ 4,000.00	-£ 3,913.81
137	£ 25.00		£ -	£ 25.00
Membership	£ 1,106.48		£ -	£ 1,106.48
Loan	£ 917.69		£ 1,835.38	-£ 917.69
Training	£ 175.00		£ -	£ 175.00
Footpath maintenance	£ -		£ 320.00	-£ 320.00
SID	£ 2,528.54		£ 3,000.00	-£ 471.46
Total Payments	£ 31,442.82		£ 42,517.38	-£ 11,074.56
Surplus / Defecit	£ 19,042.24		£ 2,438.00	£ 16,604.24

2. Draft budget 2024/25

ESTIMATED RECEIPTS	22/23 Actual	23/24 Projected		Budget 24/25
Precept	£ 35,400.00	£ 37,170.00		£ 71,000.00
Other Som Council Grants	£ 2,020.00	£ 2,020.00		£ -
Community News	£ 2,820.00	£ 2,850.00		£ 2,850.00
Allotments	£ 720.00	£ 760.00		£ 800.00
Bank interest	£ 859.62	£ 2,000.00		£ 1,000.00
Bishops Hull HUB Loan repayment	£ 1,835.38	£ 1,835.38		£ 1,835.38
TOTAL RECEIPTS	£ 43,655.00	£ 46,635.38	TOTAL	£ 77,485.38
ESTIMATED PAYMENTS				
Basic payments				
Clerk's salary inc NI contribtions	£ 15,599.94	£ 16,823.00		£ 24,663.29
Pension contributions	£ 4,393.70	£ 4,406.45		£ 6,331.73
Clerk's allowance	£ 306.00	£ 312.00		£ 350.00
Street Cleaner's salary	£ 3,189.67	£ 150.00		£ -
Bishops Hull Trust Grant from SC	£ 1,700.00	£ 1,700.00		£ -
Establishment costs	£ 1,887.48	£ 2,500.00		£ 1,000.00
Membership			£ 1,106.48	£ 1,300.00
Litter/Dog Bins	£ 2,873.10	£ 2,649.20		£ 3,000.00
Allotments	£ 883.90	£ 3,500.00		£ 800.00
Audit fees	£ 395.00	£ 520.00		£ 750.00
Insurance			£ 495.46	£ 1,500.00
Footpath maintenance	£ -	£ 320.00		£ -
Community News	£ 2,525.00	£ 2,850.00		£ 2,850.00
Bishops Hull HUB Loan	£ 1,835.38	£ 1,835.38		£ 1,835.38
Training	£ 1,002.80	£ 200.00		£ 1,000.00
ROSPA/Play inspections				£ 1,000.00
Playground repairs				£ 1,000.00
Sub Total	£ 36,591.97	£ 37,766.03	Sub Total	£ 47,380.40
Optional payments for consideration				
Bishops Hull Trust	£ -			£ 1,000.00
Community Woodland	£ -	£ 1,000.00		£ 1,000.00
Supporting local groups/donation	£ 1,802.76			£ 500.00
Community Resilliance	£ 669.00			£ 27,000.00
sub total	£ 2,471.76	£ 1,000.00		£ 29,500.00
TOTAL PAYMENTS	£ 39,063.73	£ 38,766.03		£ 76,880.40
Defict/Suplus	£ 4,591.27	£ 7,869.35		£ 604.98