

**MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL HELD AT THE FRANK BOND CENTRE ON THURSDAY 8<sup>th</sup> NOVEMBER 2018**

**Have Your Say –**

The County Councillor report was received.

**PARISH COUNCIL MEETING OPENED at 7.10pm**

**Members Present:** Mr M Leach - Chairman  
Mr J Hunt – Vice Chairman  
Mr J Hamer Mrs J Henry  
Mrs L Kelly Mr E Parsons  
Mr T Taylor Mr M Turner  
Mr S Turner

**Also Present:** 3 members of the public and Helen McGladdery (Clerk)

**E3273 Apologies for Absence**  
Mr P Prior-Sankey, Mr J Taylor and District Cllr Blatchford

**E3274 To Agree Minutes of the Meeting held on Thursday 4<sup>th</sup> October 2018**  
The minutes were agreed as a true and accurate record of the meeting and signed by the Chairman

**E3275 Declaration of Interest not already recorded**  
Cllr Hunt declared an interest in planning application 05/18/0042

**E3276 Planning applications received:**  
**05/18/0041** - Conversion of garage into bedroom at 20 Jarmyns - SUPPORT  
**05/18/0025** - Change of use of residential caretakers' bungalow (Use Class C3) to office and meeting space (Use B1) at the Castle School, Taunton - SUPPORT  
**05/18/0042** - Demolition of garage and erection of two storey extension to the side of 1 Orchard Drive – Following a vote of 7 for and 2 abstentions a response of NO COMMENT was agreed  
**ACTION:** The Clerk to submit the agreed responses to TDBC

**E3277 Financial Matters:**  
**Detail of payments made since the previous meeting and any payments awaiting approval**

Bank Service charge	£18.00
Smart pensions	£27.90
Phone insurance	£3.00
Mobile phone	£7.00
BHVBH&PF Trust Grant from TDBC	£1,700.00
BHVBH&PF Trust Grant from Parish Council	£1,000.00
Colourtone - Oct CN & Printing	£164.46
Frank Bond centre - CIL Payment	£2,000.00
H McGladdery Expenses	£26.00
Not Waste Ltd	£1,000.00
Colourtone - Nov Comm News	£160.00
Jill Larcombe - Internal audits	£90.00

The Clerks and Street Cleaners October salaries were paid in this period

### **Funds received**

Interest CIL Acc	£59.48
Interest Saving Acc	£32.16
CIL payment – Rumwell & Abbeyvale 2	£8,528.21

### **Internal Audit report**

The internal audit report was distributed to Members. All tests were satisfactory and there were no matters of non-compliance. The Chairman complimented the Clerk on this outcome.

### **Half yearly statement**

The half yearly statement was distributed to Members and is attached

### **To approve bench maintenance quote from R & J Sweet**

**Resolved:** Members approved the quote of £476.52

**Action:** The Clerk to instruct the contractor

### **E3278 Clerks Report which will include all matters arising from previous minutes**

The Clerks report was distributed to Members.

**Action:** Following a letter from the Chairman of the BHVH&PF

Trust in response to the Grant awarded to them, a future agenda item will be added to discuss this matter.

### **E3279 Chairman's / Vice Chairman's Report on various meetings attended on behalf of the Parish Council**

The Chairman gave a verbal report on the recent Netherclay Community Woodland meeting he attended.

### **E3280 Presentation from Local residents on the formation of a friend's group at Netherclay Community Woodland**

**Resolved:** Members voted unanimously to fully support the formation of a "Friends of Netherclay Group". The group was invited to apply for a local grant from the Parish Council, and it was requested that the group put forward projected future costs, for consideration when setting the Parish Council 2019/20 budget.

**Action:** The Chairman of the Friends of Netherclay, will forward projected costs to The Clerk ahead of the December meeting.

### **E3281 To agree revised meeting dates for 2019 meetings**

**Resolved:** Members agreed the following meeting dates for 2019:

January 24<sup>th</sup>, March 7<sup>th</sup>, April 11<sup>th</sup> – Annual Parish Meeting,

May 16<sup>th</sup> – Annual Parish Council meeting (Election of Chairman)

June 27<sup>th</sup>, August 8<sup>th</sup>, September 19<sup>th</sup>, October 24<sup>th</sup> – Half yearly statement

December 5<sup>th</sup> – Estimates set Precept

**Action:** The Clerk to confirm the dates with the Church Hall

### **E3282 Suggestions for items to be included in the draft budget**

Members put forward the following suggestions:

1. Dog bin at Abbeyvale
2. Increase Street Cleaner hours
3. Local services
4. Defibrillator

**Action:**

1. The Clerk to obtain costings ahead of the next meeting

2. The Clerk to approach Persimmon, to seek funding for a new dog bin

**E3283**      **To review progress of projects where CIL funds have been ringfenced**  
**Resolved:** Members voted unanimously to invite The Hub and The BHVH&PF Trust to attend the January meeting to give an update on projects and to give Members chance to reassess the allocation of the ringfenced funds.  
**Action:** The Clerk to invite all concerned parties to attend the December meeting.

**E3284**      **Adopt the following reviewed policies**  
Social Media  
Code of Conduct  
Street Cleaner Risk Assessment  
**Resolved:** Members agreed to adopt the reviewed policies  
**Action:**  
1. The Clerk to add the reviewed policies to the website and Facebook Page  
2. The Clerk to arrange a meeting with the Street Cleaner to carry you an assessment of his PPE.

**E3285**      **To adopt revised Standing Orders to incorporate GDPR**  
**Resolved:** Members agreed to defer adopting this policy, pending response from SALC on queried raised.  
**Action:**  
1. The Clerk to contact SALC regarding queries raised.  
2. The Clerk to add the revised policy to the next agenda

**E3286**      **Suggested items from Councillors for inclusion in next meeting**  
1. Letter received from BHVH&PF Trust  
2. Future opportunities in the Parish, to be potentially funded by S106 and CIL funds  
3. Invite the Community Agent to the next meeting

**E3287**      **Date of next meeting:** Thursday 13<sup>th</sup> December 2018 at 7.00pm at The Frank Bond Centre

Meeting closed at 8.40pm

**Mike Leach - Chairman**

**Attachment:**

1. Half yearly statement

## Half yearly review as at 30th September 2018

	2017/18	2018/19	As at	2018/19
RECEIPTS	Actuals	Estimates	End Sept.	Projected
Precept from TDBC	£21,328.00	£21,900.00	£21,900.00	£21,900.00
Addtl. Funding from TDBC	£920.00	0	0	0
TDBC Grants:				
Re footpath maintenance	£320.00	£320.00	£320.00	£320.00
Re playing field	£1,700.00	£1700.00	£1,700.00	£1,700.00
War Memorial		£740.00	£740.00	£740.00
Allotment rents	£540.00	£660.00	£240.00	£630.00
Bank interest	£26.82	0	£131.17	£240.00
VAT recovered	£435.25	0	£694.86	£750.00
Community News	£2,245.00	£2400.00	£2,210.00	£2,400.00
CIL payments from TDBC	£64,912.73	0	£2,717.40	£11,245.61
Payment from TDBC re Woodland				
<b>Total receipts</b>	<b>£92,427.80</b>	<b>£27,720.00</b>	<b>£30,653.43</b>	<b>£39,925.61</b>

	2017/18	2018/19	As at	2018/19
PAYMENTS	Actuals	Budget	End Sept.	Projected
Clerk's salary	£11,155.01	£12,937.00	£6,561.33	£12,698.97
Auto Enrolment	£102.58	£350.00	£150.95	£335.45
Street cleaner's salary	£5,850.00	£5967.00	£2,983.50	£5,937.75
Clerk's allowance	£216.00	£216.00	£108.00	£216.00
Street Cleaner equipment	£10.26	£200.00	£63.20	£75.00
Establishment costs	£2,230.69	£3000.00	£1,736.89	£3,000.00
Allotments	£370.97	£400.00	£401.52	£1,401.52
Audit fees	£290.00	£350.00	£300.00	£345.00
VAT payable	£1,130.11	0	£295.48	£-
Footpath maintenance	£-	£200.00	£-	£320.00
Local Amenities (Bench/Bin/Dog bin)	£1,523.24	£2880.00	£889.20	£1,889.20
Donations	£150.00	0	£-	£-
Supporting local groups	£724.00	£1000.00	£-	£1,000.00
Community woodland	£2,200.00	£500.00	£-	£500.00
Bishop's Hull Trust	£2,700.00	£2700.00	£-	£2,700.00
Training costs	£-	0	£220.00	£300.00
Community News	£2,265.00	£2400.00	£1,095.00	£2,400.00
Local services	£-	£3000.00	£-	£1,000.00
War memorial	£1,374.00	£1000.00	£-	£-
CIL payments	£1,008.82	£1000.00		£2,000.00
Section 137		0	£100.00	£100.00
<b>Total payments</b>	<b>£33,300.68</b>	<b>£38,100.00</b>	<b>£14,905.07</b>	<b>£36,218.89</b>

### Projected funds 31/03/2019

Funds 31/03/18	£97,320.02
Receipts 2018/19	<u>£39,925.61</u>
	<u>£137,245.63</u>
Payments 2018/19 less	<u>£36,218.89</u>
<b>Estimated funds 31/03/2019</b>	<b><u>£101,026.74</u></b>

