

## MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL HELD AT THE CHURCH HALL ON THURSDAY 16<sup>th</sup> AUGUST 2018

**Have Your Say** – 2 members of the public were present.

A query was raised regarding overgrown vegetation at Shutewater

**Action:** The Clerk will report to the relevant authority and write to the homeowner in question.

The other resident (a local farmer) raised concerns about the increased traffic flow through the country lanes, several near misses with drivers travelling at speed and meeting farm machinery due to the road works on Wellington Road. He asked that this matter was fed back to SCC for considerations to be taken in future

**Action:** Cllr Hunt will feedback to SCC

The District and County Councillor reports were received. The police report was distributed to Members.

### PARISH COUNCIL MEETING OPENED at 7.20pm

**Members Present:** Mr M Leach - Chairman  
Mr J Hunt – Vice Chairman  
Mr J Hamer Mrs L Kelly  
Mr P Prior-Sankey Mr J Taylor  
Mr T Taylor Mr M Turner  
Mr S Turner

**Also Present:** District Cllr Morrell, 2 members of the public and Helen McGladdery (Clerk)

**E3239 Apologies for Absence**  
District Cllr Blatchford, Mrs J Henry and Mr E Parsons

**E3240 To Agree Minutes of the Meeting held on Thursday 5<sup>th</sup> July 2018**  
The minutes were agreed as a true and accurate record of the meeting and signed by the Chairman

**E3241 Declaration of Interest not already recorded**  
None

**E3242 Planning applications received:**  
**34/18/0015** - Variation of conditions no's 1,2,3,5,9,10 of application 34/16/0029 to allow the development to be delivered in a phased approach on land off Silk Mills Lane, Staplegrove – SUPPORT subject to adequate screening being provided  
**05/18/0031** - Construction of roof covering over concrete livestock yard at Ritherdons, Ritherdons Farm Lane, Rumwell - SUPPORT  
**05/18/0032** - Construction of roof covering over concrete livestock yard at Ritherdons, Ritherdons Farm Lane, Rumwell - SUPPORT  
**05/18/0030** - Erection of extension to rear and garage alterations at 1 Bakers Close – SUPPORT  
**05/18/0034** - Change of use and conversion of former coach house to 1 No. dwelling with erection of garage to serve main dwelling at Elm Farm, Rumwell Park Lane, Rumwell - SUPPORT  
**05/18/0033** - Erection of timber triple bay car port at Rumwell Mount, Ritherdons Farm lane, Rumwell – SUPPORT

**ACTION:** The Clerk to submit the agreed responses to TDBC

E3243

**Financial Matters:**

**Detail of payments made since the previous meeting and any payments awaiting approval**

Bank Service charge	£18.00
Smart pensions	£27.90
Shield Total Insurance	£79.56
SALC - Planning training session fee	£90.00
Colourtone - July CN move adverts/print	£198.50
Telephone insurance	£3.00
Tesco Mobile	£7.00
HMRC - Apr/May/June Tax & NI	£311.14
H McGladdery Expenses	£41.76
Water2business – allotments	£152.34
Colourtone -Community News - August	£160.00

The Clerks and Street Cleaners July salary were paid in this period

**Funds received**

Quarterly Interest CIL Account	£23.60
Quarterly Interest Saving Account	£12.71

**To discuss options for excess funds to give the best return on the money held in the Parish Council bank accounts**

**Resolved:** Deferred pending further information

**Action:**

1. The Clerk to add to the September agenda for discussion
2. Jeremy Taylor to compile a supporting note with suggestions ahead of the next meeting
3. Jeremy Taylor to advise Clerk of any information that needs clarification with SALC ahead of the next meeting

**To discuss retirement gift for Mr and Mrs Pope (Bishops Hull Butchers and Post Office) in recognition of their contribution to the Community over the past 18 years**

**Resolved:** Members voted 7 for and 2 abstentions to accept the following resolution:

To provide a recognition of service and support to the community from Mr and Mrs Pope, for running the village shop and post office, over and above what is expected of a commercial business, with a budget limit of £100.00

**Action:**

1. John Hunt to arrange purchase of gift
2. The gift to be presented to the Pops at the Hog Roast event they are providing for the village

E3244

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

The Clerks report was distributed to Members

**Action:**

1. The Clerk to confirm agreed location to DLO of the installation of the new dog bin in Mountway Road.
2. The Clerk to add an article to the Community News detailing the lack of response to the Slinky bus consultation.

- E3245 Chairman's / Vice Chairman's Report on various meetings attended on behalf of the Parish Council**  
The Chairman gave a verbal report on the meeting he attended with John Hunt and Paul Bulbeck to discuss security at the Primary School.
- E3246 Update on the progress of the Pavilion and Bishops Hull Hub projects**  
**Pavilion:** The new pavilion is on schedule for completion on 20<sup>th</sup> August. The second phase has obtained planning permission and the Trust are actively seeking funding for this project. Concerns were raised over soil mounds around the playing fields  
**Resolved:**  
1. To add an agenda item to the September meeting to discuss excess soil and any other concerns  
**Action:** The Clerk to request information from the BHVH&PF Trust and invite them to attend the next meeting  
**Hub:** Planning permission has now been granted and fund raising continues to get this project started.
- E3247 Update on General Data Protection Regulation actions carried out**  
The Clerk advised that consent forms have now been sent to all Community News distributors and Members. A large volume has been completed and returned to the Clerk, who will compile a list of contact preferences.
- E3248 To determine the criteria to release ringfenced CIL Funds to local organisations**  
**Resolved:** Members voted unanimously to accept the attached criteria for release of CIL funds.  
**Action:**  
1. The Clerk to add the policy to the Website and Facebook page  
2. The Clerk to send a copy of the criteria to the Bishops Hull Village Hall and Playing Fields Trust, The HUB and The Frank Bond Centre in relation to their recent applications.
- E3249 Allotments at Northfields**  
**To agree action to maintain communal paths at the Allotments**  
**Resolved:** A budget of £100 was set to instruct a contractor to carry out cutting of the communal paths at the allotments  
**Action:**  
1. The Clerk to instruct a contractor  
2. Eddie Parsons or Pete Prior Sankey to meet the contractor and explain works required  
**To agree action to clear plots and make them usable for new tenants**  
**Resolved:** Defer pending further information  
**Action:**  
1. Eddie and Pete to meet to discuss what is required and put forward a recommendation at the next Parish Council meeting  
2. The Clerk to add to the September agenda
- E3250 Overgrown vegetation**  
**Resolved:** It was agreed that the only option at present is to use TDBC or SCC to carry out any work due to lack of local contractors with the relevant safety qualifications required  
**Action:** The Clerk to add request for contractors to The Facebook page

- E3251**      **Footpaths**  
**To discuss options for strimming the footpaths in the Bishops Hull Parish countryside**  
Gordon Everett (Parish Paths Liaison Officer) has volunteered to be the footpaths volunteer for Bishops Hull, he is awaiting training and equipment from SCC, so it was agreed to instruct a contractor for 2018.  
**Resolved:** Members voted 7 for and 2 abstentions to instruct local contractor Martin King at a rate of £18/per hour, with a budget of £320  
**Action:**  
1. The Clerk to instruct the contractor  
2. Parish Path Liaison Officer to meet contractor and explain what work is required  
**Footpaths survey** - was distributed to Members  
**Footpaths report** - was distributed to Members
- E3252**      **Ward Boundary Consultation**  
**Resolved:** Members voted unanimously not to submit a response to this consultation
- E3253**      **Somerset County Council fingerpost restoration scheme**  
**Resolved:** To ascertain if there is any local interest to participate in this project  
**Action:**  
1. The Clerk to add an article to the Community News to gauge local interest.  
2. The Clerk to add a post to the Facebook page asking members to highlight any fingerposts in the Parish
- E3254**      **To promote Parish Council elections in 2019**  
**Resolved:** To set up an advisory group to discuss ways of promoting the election  
**Action:** The Clerk to arrange a meeting and invite all Members to attend
- E3255**      **Neighbourhood and Parish Plan**  
**Resolved:** To defer making a decision regarding a neighbourhood or Parish plan until May 2019 when the new Parish Council Members will be elected
- E3256**      **Suggested items from Councillors for inclusion in next meeting**  
1. Community Woodland  
2. Suggestions for excess funds  
3. BHVH&PF Trust queries
- E3257**      **Date of next meeting:** Thursday 27<sup>th</sup> September 2018 at 7.00pm at The Frank Bond Centre

Meeting closed at 8.55pm

**Mike Leach**

**Attachment:**

1. Release of CIL funds guidelines

## **RELEASE OF CIL FUNDS BY BHPC GUIDELINES TO BE FOLLOWED: -**

1. No payments to be made upfront or in advance of project commencement.
2. All payments to be made to the Grant Applicant and never direct to the Trade Person or Company.
3. In the unlikely event of the Grant Applicant being an individual, the Parish Council will need to give full consideration to all potential scenarios before authorising any payment.
4. Payment of any “Ringfenced” amount to be made within 14 working days of receipt of a copy invoice submitted by the Applicant whether paid or unpaid.
5. If the CIL payment request exceeds the amount “Ringfenced” then the payment from the Parish Council will be reduced proportionately.
6. Project Fees e.g. Planning Application Fees, Architects Fees can be met from CIL funds but should not be considered until the first invoice for work undertaken is received. This is to ensure that CIL funds are not wasted on work which does not proceed.
7. A Receipt duly confirming that an invoice has been paid, must be obtained by the Applicant from the Trade Person or Company and submitted to the Parish Council within 14 working days of issue of the Parish Council payment.
8. A Spreadsheet to be maintained by the Parish Clerk showing full details of all CIL Funds “Ringfenced” for each successful Applicant. The format and depth of information shown on this spreadsheet to be agreed.