

1143

**BRENT KNOLL PARISH COUNCIL**

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**Minutes of the of Brent Knoll Parish Council meeting** that was held at the Parish Hall on 3<sup>rd</sup> June 2013 commencing at 7.30pm when the following business was transacted'

**Present:** Councillors P Osborn, I Ward, D Knott, J Harper, M Borland, R Filmer, C Townsend, C Trivett Bill, A Hurkett and R Ibrahim, B Freestone the Clerk and 1 member of the public

*“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 disorder and Human Rights”*

*Pre Meeting update presentation by Elaine Oliver from Sedgemoor Affordable Housing team and to inform the Parish Council on its next options.*

**36/13: TO RECEIVE APOLOGIES FOR ABSENCE**

There were no apologies for absence

**37/13: TO RECEIVE ANY DECLARATIONS OF INTEREST**

**Cllr Filmer** declared a prejudicial interest owing to his position on the District Planning Authority in relation to all planning matters. **Cllr R Filmer , Cllr C Trivett- Bill and Cllr I Ward** as trustees of the **Parish Hall** on matters relating to item 10k of the agenda

**CONFIRMATION OF MINUTES**

**38/13:** The minutes from **7<sup>th</sup> May and 20<sup>th</sup> May 2013** meeting were approved and accepted as true accounts of this meeting

**ONGOING ISSUES**

**39/13: Footpaths:**

Concerns surrounding the poor condition around the reservoir remain and this will be taken up with the appropriate Authority. A stile in poor condition

**1144**

near Coomb side and will be addressed alongside other Stiles when Chris East from the County meets with Cllr Osborn

Action Points:

( a )OJC to make further contact with Chris East to arrange a visit

**40/13: Highways:**

It was reported that the surface area of road in Hill lane has been completed but that a Grid has been covered 50 yds down from the Woodlands Hotel Highways to be contacted. Laurel Avenue is still in a poor condition and Liam Gill has been approached to take this long standing matter and deal with

There has been a leak identified outside the Fox and Goose Public House which will be reported to the Water Authorities

Action Points

OJC to follow up with Bristol Wessex Water on the Leak near Fox and Goose.

**41/13: Village Green:.**

No new issues raised at this meeting

Action Points:

None at present

**42/13: Speeding Issues:**

No new issues to raise under this item of the agenda

Action Points

*No action points from this meeting*

**43/13: Public Conveniences:**

Further matters under matters of consideration later in these minutes

Action Points:

*No action points on this item*

**44/13: Communications**

**1145**

No new issues or decisions taken at this meeting

**45/13 Correspondence:**

- ( a ) Internal Audit report letter
- ( b ) Avon and Somerset Police and Crime Commissioner information
- ( c ) Letter from Simon Lewis Priest in charge of the Parish of the 3 saints
- ( d ) New Elected Chairman of Somerset County Council
- ( e ) Peter Lacey Memorial Fund request and agreement
- ( f ) Invitation to CAB Annual General meeting 12<sup>th</sup> July 2013
- ( g ) Letters of concerns regarding parking from local residents

**FINANCIAL MATTERS AND TO APPROVE PAYMENTS**

**46/13: Payments to be made**

Clerks Salary for June 2013	<b>£ 436.69</b>
HMRC Tax and NI Payments June 2013	<b>£ 109.20</b>
GB Sports May 2013	<b>£ 18.00</b>
Brent Garden Services Contract for May	<b>£ 735.00</b>
Truvelo Speed Gun ( £2000.00 grant aid)	<b>£ 2694.00</b>
Flying Colours Flag makers	<b>£ 147.84</b>
Internal Audit Fee Pauline Pollard	<b>£ 61.25</b>

**47/13:** It was unanimously agreed to make all of the above payments in full.

**48/13:** The Monthly budget summary explained to the meeting

**49/13 PLANNING MATTERS** Cllr Filmer left the room at this point due to his declaration of prejudicial interest.

**07/13/00012: Erection of a dwelling and side attached garage on land at St Michaels House Church Lane Brent Knoll**

The Parish Council supported this application on the grounds of enhancement to the general site layout and due to a previous successful application ( now Expired)

**07/13/00013 : Erection of Dairy unit building on land at Laurel Farm Vole Road Mark TA9 4PE.**

The Parish Council supported this application on the grounds of improvement and modernisation of facilities at this rural location

1146

**07/13/00014: Change of use conversion and extension of barn to dwelling and relocation of stables at Elm Tree Farm to the west of Kilrymont Wick Lane Brent Knoll.**

The Parish Council decided to make no observations to this proposal

**50/13:** Cllr Filmer returned to the meeting at this point.

### **MATTERS OF CONSIDERATION**

#### **51/13: Toilet Block Refurbishment:**

Cllr Harper is waiting for quotes on updating the dryers

#### **52/13: Speed Indicator Devices:**

Cllr Ibrahim, The Clerk, Cllr Freestone, Cllr Harper and Cllr Trivett- Bill met with Dave Grabham and Cllr Denbee recently to ascertain the Council policy on local purchase of Speed indicator devices. During this meeting it was unclear whether this policy is formally ratified by the County and if so the Parish Council would wish to see the policy and to take it up at the appropriate level. Cllr Denbee is currently investigating the matter of our behalf.

#### **53/13: Knoll Footpath Project :**

The National Trust have agreed in Principle to undertake the work of providing additional steps to the top of the Knoll footpath and to take out the steps lower down that serve no real purpose. The Parish Council resolved to accept this proposal and later to consider a donation to support the work of the Trust.

#### **54/13: Flood and Rhyne Improvement Project :**

A meeting has been arranged for the 14<sup>th</sup> June in the Parish Hall for discussions with The drainage authority and LOCAL residents of Brent Knoll who have been affected. An agenda will be issued next week .

#### **55/13: Signage for the Village:**

Cllr Harper currently talking to RT Signs and is waiting for more information and updates to follow

#### **56/13: Village in Pictures Book:**

The sponsorship progress is getting under way and a meeting will be held on the 7<sup>th</sup> June to collate the information available to date and to decide on the way forward for this project

## **Decisions to be made**

Sponsorship commitments so far.  
Where the Sponsorship monies will be held.

1147

Any contract arrangements to be put in place with the artist.  
The next stage of the process.

### **57/13: New Play Equipment Finno Waltz:**

This will be presented along with the new Speed gun to the village at a social gathering on Thursday 6<sup>th</sup> June at 2pm attended by the Parish Council Chairman of Sedgemoor District Council a senior member of Viridor , the Police and children from the School Council in Brent Knoll. Refreshments will be available at this gathering

### **58/13: Fox and Goose Junction:**

Cllr Harper reported to the meeting that he has had some discussions with Phil Tyzack of Garden World and proposed a small working group to meet with Phil. The working group will comprise of Richard Ibrahim, Peter Osborn, Cynthia Trivett- Bill, Brian Freestone and John Harper. The terms of reference for this working group

( a ) The Issues to be discussed ( the highway concerns regarding the Fox and Goose Junction and any proposals for roundabouts and traffic Lights)

( b )What options are available and possible responsibilities?

( c )Who to approach including politicians both centrally and locally

( d )The working group to report back on these matters at the July meeting

### **59/13: The Parish Hall use/ Grants / hiring etc**

Some concerns have been raised by members of the council about the additional use of the Parish Hall for matters that are of a community nature. These concerns were received from the Parish Hall implying that the Parish Council were the only organisation that did not pay for room hire. The Parish Council were of the opinion that matters of a community nature need to be fully supported by both the Parish Council and the Parish Hall committees. This led to a frank discussion as to whether the Parish Council pays for its room hire to replace the grant funding currently paid to the Parish Hall. It was pointed out that based on current usage levels the cost to the Parish Council annually would be just under £ 300.00 but that a grant to the Parish Hall was £ 500.00. Cllr Filmer pointed out to the meeting that the Parish Hall is a charity and it is therefore incumbent upon each trustee that the hall is self financing both in terms of ongoing running costs and capital payback through mortgage payments.

At this Point Cllr Filmer, Cllr Trivett -Bill and Cllr Ward left the meeting having declared an interest as trustees of the Parish Hall.

The meeting considered the various options for the Parish Council and were concerned that made the right decisions in the interests of the local tax payer. The Clerk also pointed out as a separate matter that if we have a representative elected by the Parish Council to serve on the Parish Hall committee, we were

**1148**

informed that our representative assumed the role of trustee of the Parish Hall, it is important that the Parish Council should assess what liabilities would be placed on that person in the event of any financial shortfall by the Parish Hall management.

In the first instance it was resolved to ask Cllr Filmer to report the concerns of the Council regarding hire charges or grants to the Parish Hall committee to see whether a

suitable way forward can be found. It was also stated clearly that no good can be served by the two local organisations not co operating with the good of the village as their main priority

#### **60/13: BKN Reports**

Some suggestion in changing the format of the BKN reports was made in order to continue to capture the interest of the reader. In recent times there had been little change in some areas and this is not necessary to be reported. In future the reports will simply contain highlights and decisions that have been made

#### **61/13 : Community Warden Scheme**

This is an ongoing matter that will be discussed further at the next Coastal Cluster meeting

#### **61/13: 20mph Proposal outside of School**

A Proposal made to ask the County to consider a 20mph Speed limit near the school to enhance safety this will be actioned

#### **MATTERS OF REPORT**

**62/13:** Gas Box needs clearing of overgrown weeds and bushes

#### **The Meeting ended at 10.04 pm**

The Next full meeting of the Parish Council is on **Monday 3<sup>rd</sup> June** and a provisional meeting for any planning applications on **20<sup>th</sup> May 2013**