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BRENT KNOLL PARISH COUNCIL

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Clerk to the Parish Council

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Minutes of the of Brent Knoll Parish Council meeting that was held at the Parish Hall on 7th May 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 + Clerk 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"

Election of Officers for the year 2013/14

01/13: The Chairman relinquished the chair and the vice Chairman Cllr Hurkett presided over the election of the Council Chairman for the forthcoming year. There was one nominee and Cllr C Townsend was elected as Parish Council Chairman for the year 2013/14. Cllr Townsend resumed his position as Chairman and conducted the following elections

Vice Chairman Nominee Cllr A Hurkett Proposed and seconded and voted unanimously as the Vice Chairman for the forth coming year.

The Footpath Panel Nominees Cllr D Knott, Cllr J Harper and Cllr P Osborn were proposed, seconded and voted unanimously as the footpaths panel for the forthcoming year.

Planning Officers Nominees Cllr A Hurkett and Cllr I Ward were proposed and seconded and voted unanimously for the forthcoming year.

Highways Liaison Nominee Cllr M Borland was proposed and seconded and voted unanimously for the forthcoming year.

Charity Trustees Nominees Cllr B Freestone and Cllr J Harper were proposed and seconded and unanimously voted for the forthcoming year.

Coastal Cluster Representative Cllr C Townsend was proposed and seconded and unanimously voted for the forth coming year.

SALC Representative Cllr R Filmer was proposed and seconded and unanimously voted for the forthcoming year.

Parish Hall Representative Cllr C Trivett- Bill was proposed and seconded and unanimously voted for the forth coming year.

02/13: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were accepted from Cllr B Freestone

03/13: 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 Ibrahim** declared a personal interest on matters relating to planning application **07/13/00009**

CONFIRMATION OF MINUTES

04/13: The minutes from **2nd April 2013** meeting were approved and accepted as true accounts of this meeting

ONGOING ISSUES

05/13: Footpaths:

The meeting were informed that as a result of recent contact with the National Trust the trust owned steps near the top of the Knoll footpath have been repaired to a high standard.

It is proposed to arrange a meeting between Cllr Osborn, Cllr Townsend and Chris East of The County rights of way team towards the end of June.

Action Points:

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

06/13: Highways:

No new issues raised at this meeting except that the clerk is now in touch with Bristol Water to consider the problems near the reservoir in Hill Lane

Action Points

OJC to follow up with highways on the road maintenance issues with Wessex Water and the County Highways Department

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07/13: Village Green:

One of the benches is loose in the ground and needs attention. The picnic tables require varnishing. Half way up the right hand side of the green there is a post that needs re fixing which has the potential for causing some damage. There have been reports of food debris being thrown from the gate on to the green which now seems to have ceased

Action Points:

Bench Varnishing and securing of bench to ground
Post on the right of the green needs dealing with

08/13: Speeding Issues:

No new issues to raise under this item of the agenda

Action Points

No action points from this meeting

09/13: Public Conveniences:

Further matters under matters of consideration later in these minutes

Action Points:

No action points on this item

10/13: Communications

No new issues or decisions taken at this meeting

11/13 Correspondence:

- (a)Email from Dave Grabham regarding SID Installation
- (b)Community grant confirmation from Sedgemoor District Council
- (c)Email from Mark Courtier of National Trust confirming work to steps

FINANCIAL MATTERS AND TO APPROVE PAYMENTS

12/13: Payments to be made

Clerks Salary for April 2013	£ 436.69
HMRC Tax and NI Payments May 2013	£ 109.20
GB Sports April 2013	£ 18.00
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E'on Electricity Account for Feb to April	£ 67.65
Bristol Water Account Oct 12 to April 13	£ 172.48
Dog Bin and toilet cleaning contract part 1	£ 1034.46
Brent Garden Services Contract for April	£ 645.00
Cllr Townsend Postage expenses in respect of grant applications	£ 6.55
LCR Journal subscription 2013/14	£ 16.00
CPRE Subscription 2013/14	£ 29.00
Laminated Map for Rhynes in the Village	£ 20.00

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

14/13: It was resolved to appoint GB Sports to do the required annual inspection of the village green at a cost of £ 66.00 inc Vat

15/13: The Annual Accounts were accepted and approved prior to submission to the external Auditor Grant Thornton.

16/13: The Grant Thornton Governance Statement presented by the clerk was approved and signed at the meeting by the chairman.

17/13: A paper setting out the budget implications of the proposed expenditure for 2013/14 was accepted by the meeting this paper indicates a strong possibility of reduced reserves in the current financial year at around 54% this is dependent on the budget being achieved. A monitoring proposal by the clerk will update the Council during the year. The largest single Increase in Council spending for the current year is the contingency for Flood and Rhyne contribution to improvements.

18/13: The Clerk proposed to the meeting that consideration be given to making the finance group a more formal status in 2013/14. The powers of this group will clearly defined in terms of reference document prepared before the June meeting. It was resolved that this committee should be instigated with 4 meetings annually.

19/13 PLANNING MATTERS Cllr Filmer left the room at this point due to his declaration of prejudicial interest.

20/13: 07/13/00009: The Erection of a stable block turnout area and horse riding arena on land at NW of Aspen House Burton Row Brent Knoll TA9

4BW. The Parish Council decided to make no observations to this proposal and Sedgemoor District Council will be notified on the 8th May Electronically.

21/13: An Appeal ref 07/12/00049 has been lodged by the Appellant Mr A Mohammed in respect of refusal to grant planning permission at Ollies Café

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Bristol Road. The Parish Council decided not to make any comments to this appeal process.

22/13: Cllr Filmer returned to the meeting at this point.

MATTERS OF CONSIDERATION

23/13: Toilet Block Refurbishment: A start to be made next week on the redecoration of this block with a number of Councillors assisting in the project. New Signs, Glass and possible replacement dryers have come under the budget set by the previous meeting and a total cost to the Parish Council of £ 270.00

24/13: Speed Indicator Devices: Cllr Ibrahim and Clerk to meet with Dave Grabham to ascertain the Policy of the County Highways in respect of purchasing Speed Indicator devices for the village and will report back in June.

24/13: Knoll Footpath Project : This ongoing proposal is to be investigated further and the chairman to make contact with National Trust to see whether their expertise in this area may be able to assist the Parish Council to further these improvements in the coming year.

25/13: Flood and Rhyne Improvement Project : As a result of the drainage boards visit and presentation at the Annual Parish Meeting it was resolved that we should now make contact with interested residents and arrange a fact finding meeting with the Board and the Parish Council as soon as can be arranged. A small working group of Councillors have been set up to include Cllr Osborn, Cllr Harper, Cllr Knott Cllr Townsend, Cllr Filmer Cllr Freestone, Cllr Ward and the Clerk. It is hoped that the Council can report on progress at the next meeting.

26/13 Speed Gun Purchase: Some members of the Parish Council and speed watch group had a demonstration of the proposed unit prior to this meeting and a definitive cost will be provided by the manufacturers of the unit. Grant support by both Sedgemoor and Avon and Somerset Police have been received of **£2000.00** It is anticipated that the gun will cost **£2200.00** Plus Vat so only a small contribution from the Parish Council.

27/13: Signage for the Village: Deferred to next Meeting

28/13: Village in Pictures Book: A small working party met recently to look at the possibility of producing an interesting publication depicting the village in pictures in 2013. A local artist Judith Champion has been asked to produce a number of pictures around the village of interesting buildings and scenes with a map of the footpaths of interest. The cost of this work is estimated to be around £2200 including printing. The Parish Council aim to cover some of the cost by getting suitable sponsorship from local business's and further to sell the books at

a price that will cover remaining costs. A concern was raised however about any liability on the Parish Council to support the financing of the project even on a temporary basis. It was therefore resolved that we should get a clearer picture of the sponsorship interest before proceeding further and report back on May 20th with any indications of support.

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29/13: Village Flags: A costing exercise has been carried out to replace the flag for the green which has become very worn. The cost to the Parish Council is £116. Plus Vat and Postage and it is proposed that this be taken from the contingency budget set by the Council. The proposal was accepted by a majority and decided to proceed.

30/13: New Play Equipment Finno Waltz: A new piece of equipment will be installed shortly and it is proposed that the Parish Council Launch it with a small presentation and inviting the school and the grant sponsors. It is hoped that this can be achieved in early June

31/13: New Dog Bin Provision: Having sought two quotes for the provision of a new bin it has been decided to defer this project for the time being as it is regarded as lower priority than some other projects

32/13: Fox and Goose Junction: There has been some activity surrounding the Junction near the Fox and Goose and the Parish Council are keen to know more about any proposal for change at this notorious junction and to that end the Clerk will investigate with the County and report back

MATTERS OF REPORT

33/13: 84 Brent Street, Overhanging hedge preventing good visibility at the junction of Church Lane and Brent Street

34/13: Two Bus stops near the Brent House Lay by no buses

35/13: 20 mph near the school proposal

The Meeting ended at 9.40 pm

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