

BRENT KNOLL PARISH COUNCIL

www.info@brentknoll.co.uk

Clerk to the Parish Council

Owen J Cullwick

1a Naish Road

Burnham on Sea

Somerset

TA8 2LE

clerk@brentknollpc.co.uk

Minutes of the of Brent Knoll Parish Council meeting that was held at the Parish Hall on **2nd March** commencing at 7.30pm when the following business was transacted'

Present: Councillors Cllr C Townsend, Cllr R Ibrahim, B Freestone, Cllr R Filmer, Cllr P Osborn, Cllr D Knott, Cllr M Borland, Cllr A Hurkett, Cllr Ward, Cllr Harper ad Cllr Trivett Bill + 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

424/14: TO RECEIVE APOLOGIES FOR ABSENCE

None received at this meeting

425/14: TO RECEIVE ANY DECLARATIONS OF INTEREST

Cllr Filmer declared an interest on planning matters in order to avoid pre determination on all planning matters.

Clerk declared an interest in matters appertaining to Salary and related matters

CONFIRMATION OF MINUTES

426/14: The minutes from **February 2nd 2015** unanimously approved by the meeting.

MONTHLY REPORTING

To Consider matters relating to highways and footpaths

427/14: Still awaiting one gate to be completed and this is an ongoing matter

428/14: Following on from and consideration of resident concerns about the difficulty of dog walking on a footpath next to Musk Farm. There is a walkway with single plank instead of two and a proposal to consider what can be done to improve this problem for dog walkers at the April meeting.

429/14: New Dog Bin installation has now been completed near the church and it has been resolved to add signage to encourage good use of this new facility. An agreement to spend £ 30.00 and to use the suggested wording for this sign was reached unanimously.

430/14: Recent road diversions through Brent Knoll

The recent diversion of traffic through Brent Knoll caused major difficulties to residents it was agreed to submit a letter to the County underlining the concerns and management of this diversion. Local residents were subjected to an unreasonable period of danger as vehicles entering the village showed little regard for the safety of local residents.

431/14: Ongoing Highway matters

The Clerk reported on matters raised in February in respect of white lining improvement near Ivyclad Hall, pot holes near Manor Ride and subsidence outside Summer Cottage in Station Road. The clerk reported that having spoken with the local representative engineer that none of these matters currently pass the County threshold for work to be done.

432/14 : Other Matters Reported

1. West Road to Wick Lane repeater signs not currently visible
2. Footway on surface outside Maytree and other nearby properties opposite South Brent Close now needs attention
3. Repainting of the Brent Knoll Street sign entering Brent Knoll
4. Broken white lineage opposite Tadpoles in Brent Street on the side of the road has worn out

It was resolved to ask Gary Adams of the County Council to meet with Cllr Freestone to survey issues around the village including the above and any other concerns.

433/14: It was also resolved to add the Fox and Goose Junction concerns to the next meeting agenda and to decide what course of action the Parish Council should take to encourage the County to look at this ongoing black spot in the village

434/14: The flaying of the hedges in Harp Road has now been completed thanks to Cllr Knott for undertaking this work and also some improvement in the area known as the jungle where footway access has been improved.

To consider all matters related to the Village Green

435/14: Some small amounts of litter have been reported but now ok and the condition of the green described as wet but useable. Seating on the swings needs to be considered for improvement in the forthcoming year. It is also reported that there is a significant amount of overhanging trees on the trim trail which our contractor will be asked to look at. Jet washed cleaning of the play surface will be dealt with this month.

Signature of Chairman

Toilet Block

436/14: Some offending items have been found behind the toilet block but no other concerns raised at this meeting

Flood Action updating

437/14: The operating manual compiled by Cllr Harper is now in place and a risk assessment will be added in due course

438/14: BKN matters for consideration

To Place an article requesting applicants for the Parish Council in May will be added to the April edition

Communication/ Websites

439/ 14: No new matters

CORRESPONDENCE (Circulated Pre meeting)

(A) Election Timetable 2015

(B) Affordable Housing Update from Esther Carter

(C) Coastal Cluster agenda for 4th March meeting

(D) Letter from Local Resident on footpaths

(E) Finance Group agenda from February meeting

FINANCIAL MATTERS AND CONTROLS

440/14: Statutory Payments as agreed in April meeting for the forthcoming financial year

Salary

Tax Payments

GB Sports play inspection

Contract

Total of Statutory Payments **£ 569.35**

441/14: It was resolved to make the Statutory Payments for March 2015

Non Statutory Payments

SLCC Subscription for 2014/15 **£ 118.00**

Somerset Playing Fields association Subscription 2014/15 **£ 15.00**

Jon Sealey Contractor **£ 72.00**

441/14: It was resolved to make these payments

442/14: Budget updates

The Council had sight of the latest budget as we move towards the end of the year and a final budget will be provided at the end of March to coincide with annual accounts for 2014/15

443/14: The Appointment of an Internal Auditor

It was resolved to appoint Mr R Young as our internal auditor for our accounts 2014/15.

444/14: Financial Regulations

It is a requirement that Parish and Town Councils have in place fully compliant financial regulations and risk assessments. The finance group met in February to observe and note all of the process's currently adopted by the Council and to consider the financial regulations based on the format approved by NALC. The finance group was satisfied that the Clerk was adopting most of the requirements that were relevant to our Parish Council with any others being updated now. The finance group were happy to recommend these regulations together with the financial risk assessment to the Parish Council and a resolution passed to approve and agree.

445/14: The Clerk left the meeting during the following discussions

Clerks Salary and related matters for the year 2015/16

1. It was resolved to increase salary to £8523 with immediate effect. However the finance committee have to be given details of the spinal points to which I referred so that they can be confident that all evidence has been approved. I am to present this to the PC at the next meeting. We are also to look further at the rules which govern the gratuity to the clerk and how this should be calculated going forward.

2. It was resolved that the finance committee would meet to put together an employment package that would be suitable for the existing clerk and any future employed clerk. The committee is to visit SALC or NALC for their advice on this matter. Such package would include appraisal, pension and discipline and dismissal procedures.

Written by Chairman as Clerk was absent

Clerk Returned to the meeting at this point

446/14: Cllr Filmer left the meeting at this point having declared an interest, to avoid pre determination in planning decisions

PLANNING CONSIDERATIONS**447 /14: Application No 12/15/00002 : West Country Motor homes Bristol Road Brent Knoll**

The Parish Council offer no observations to this application

448/14: Application No 07/15/00002:

Erection of double garage on land at Pink Cottage Burton Row Brent Knoll.

For the attention of MR L Evans: Case officer

The Parish Council considered this application at its monthly meeting on 2nd March and decided to object to this proposal on the grounds that this is a non agricultural building on agricultural land and the Parish Council also note the SHLAA Document that identifies this property ref H156 flood risk zone 3 and is therefore considered to be unsuitable for residential development in principle. Although the Parish Council previously supported this application with the garage it does not support the changing position of the garage in this application.

449/14: Cllr Filmer returned to the meeting at this point

MATTERS OF CONSIDERATION

450/14: Speed Indicator device updates.

The Protocol at SCC has now been signed off and the Parish Council would like to proceed on the matters that are relevant to the Brent Knoll Parish Council. In order to expedite the matter the Parish Council has resolved to request quotes for Chapter 8 training or its updated equivalent. This will be done in accordance with SCC Guidelines who will be part funding

Hi Vis Jackets already available from the Parish Council currently used in flood mitigation scheme. The chairman will look at the options for training and report back to the meeting in April.

451/14: Annual Parish Meeting

It was resolved to request a visit from Wessex Water to update the community on progress of large scheme improvements in and around the village. If this is not possible then Owen Cullwick will talk to the meeting about the work of the local Magistrates in Somerset

452/14: Meet the Councillor Morning

It was agreed to defer this session until after May when a new Council will be in place

453/14: Jason Mayo Contract 2015/16

It was resolved to accept the quotation of our maintenance contract for the forthcoming year which is at the same rate as 2014/15. Jason has also agreed to keep the hedging at the side of the green tidy through the season

454/14: GB Sports Contract 2015/16

It was resolved to agree the contract for the forthcoming year at the rate of **£18.00** per inspection and **£66.00** for the annual inspection and report both rates including recoverable VAT.

455/14: GB Sports quotation for new Spring Tractor for play area

GB Sports have provided the Parish Council with a quote to replace the spring tractor in the play area at a Cost of **£717.00 plus Vat**. The Parish Council will obtain further such quotes in the coming month.

456/14: CPR Training in the village

Local resident has come forward to offer the Village CPR Training at a cost of **£25.00** per person and additional **£15.00** for certification. The persons concerned will be invited to April meeting to address any questions or concerns by members.

457/14: Grant Request from PCC

A further specific grant request received from the PCC at St Michael's Church. For some support for a clapper and improvements to the ringing room. By a majority decision it was decided to direct the PCC to obtaining as a first port of call a grant from the diocesan association of change ringers who are normally in a position to assist. If that does not bear fruit then a further request in the next financial year of the Council 2015/16 can be made to the Parish Council

458/14: Confirmation of APCM

It was resolved to approve the date of Tuesday May 12th as the date of this first meeting of the new Council.

459/14: SALC Meeting 12th February

The Clerk and Cllr Filmer attended this meeting in Brent Knoll to consider all of the many changes that may be coming regarding financial compliance and the election calendar for 2015

460 /14: MATTERS OF REPORT (and next meeting agenda items)

To form the basis of the April Meeting.

Church Lane dead trees hanging over the footpath near St Michael's House on the Manor owned land

The Meeting ended at 9.45pm

The Next full meeting of the Parish Council is on **Tuesday 7th April 2015**