

BRENT KNOLL PARISH COUNCIL

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Public Session

MINUTES

Minutes of the Meeting of **Brent Knoll Parish Council** on **Wednesday 1st February 2023** at 7pm when the following business was transacted.

PRESENT

Cllr M Borland, Cllr S Bougourd, Cllr R Filmer, Cllr J Gray, Cllr M Kingscote, Cllr D Knott, Cllr J Mathews, Cllr A Reason, Cllr C Townsend (**Chairman**) Cllr T Woods and Owen Cullwick Clerk, and 1 member of the Public.

196/22: TO RECEIVE APOLOGIES AND REASONS GIVEN

Apologies: Received and accepted from Cllr A Povey

197/22: DECLARATIONS OF INTERESTS

Cllr R Filmer Other Registerable interest (ORI) on all matters relating to his role as County Councillor and District Councillor and member of the Parish Hall. A dispensation granted on the 5th October re stated on matters relating to shareholding in the Community shop and is further declared at this meeting. Cllr T Woods and Cllr J Gray and Cllr C Townsend, declared ORIs reflecting their shareholding in the Community shop. Cllr R Filmer declared a Personal Interest on matters relating to his role as a trustee on discussions of grant allocation.

198/22: APPROVAL OF THE MINUTES

Resolution to approve and sign as a correct record the Minutes of **4th January 2023** this was unanimous.

Cllr R Filmer left the meeting for all planning matters.

Planning (To consider planning matters and to respond accordingly to the District Planning authority within the due time)

12/22/00033: Erection of a Single Storey extension to the South West Elevation of workshop **at West Country Motor Homes , Bristol Road , Brent Knoll TA9 4HG.**

Response: No observations offered unanimous

07/22/00036: Erection of (SW) Extension on site of existing (to be demolished) Demolition of detached garage. Raising of main roof with rear dormer to create living space. Raising of front gable roof. Changes to window and door arrangements. Erection of (NW) car port and boundary fence **at 101, Brent Street, Brent Knoll TA9 4EQ**

Response: The Parish Council unanimously supported this proposal on the grounds of visible improvement to the property and it being in keeping with the local Street Scene.

199/22: TO RECEIVE REPORTS FROM MEMBERS**(a) Footpaths: Follow up Matters**

The Post and Rail fencing up the Knoll footpath behind the church requires some attention Steve Pinn will be contacted to quote for the work.

(b) Highways: Follow up Matters

There were no new matters in relation to Highways

(c) The Village Green/ Car Park and Toilet Block

The area close to the flag pole is hollow where vehicles have driven over in the past Cllr D Knott kindly agreed to level with some soil

It was also reported that Green Signage had been moved to a more visible position

(d) To receive a report from GB Sports on the monthly inspection

Pre Circulated to Members. There are a number of small low or medium risk and the Parish Council decided to deal with some of these over the coming year or two with quotes to repairs from GB Sports

Concern was raised on this pre circulated report about the security aspects of the roundabout. This concerns the temporary barrier that has been placed around the roundabout whilst we await the surface repair due soon. Surebond have indicated their intention to progress this repair but it has not been done to date further contact to be made with Simon Cresswell

(e) The Chairman's Report

No new matters raised at this meeting

(f) The Clerks Report.

The clerk requested that Brent Knoll host another Clerks Forum shortly which has been proved to be very useful for local Parishes.

(g) The Police Report/ Speed watch/SID

The Chairman updated the meeting on progress with regard meeting all obligations regarding the installation of the this new ANPR for which the Council has received a Significant grant of £5000.00 a meeting will take place in due course between the PC, The County Highways, Stuart Nichol and Westcotec. Cllr Filmer is currently undertaking a survey and assessment of the existing SID Locations.

200/22: District and County Councillor report for November Cllr Filmer

Matters updated on following

- (a) Council reorganisation and Unitary plans from April 1st 2023
- (b) Tier 3 appointments to be completed end of March
- (c) Proposals for integration of the 4 planning authorities underway
- (d) Dunball roundabout going ahead

201/22: FINANCIAL MATTERS AND PAYMENTS

202/22: The Statutory payments list was approved for month of January 2023 as agreed in April as minute no 238/21

Variable Payments

Grant to Re Engage in respect of minute ref 182/22	£250.00
Grant to the Parish Hall in respect of minute ref 182/22	£250.00
Grant to St Michael's PCC in respect of minute ref 182/22	£350.00
Grant to Sedgemoor CAB In respect of minute ref 182/22	£100.00
Paul Dixon Contractor (work on the green inv no 1406	£257.00
The Royal British Legion (November wreath)	£25.00
Donation to the Bridle Way clearance (the Jungle) Lympsham PC	£100.00
Decision Power website management January 2023/ December 2023 (inc Vat)	£659.99

203/22: It was resolved to make the variable payments for February 2023

Statutory Agreements 2023/2024

Internal Auditor Richard Young
 Village Contractor JP Mayo
 Toilet and Dog Bin Contract Sedgemoor District Council (Interim)
 Play Inspection GB Sports
 New Payroll Provider PATA (From April 1st 2023)
 Insurer Gallagher Insurance (Previously Came and Company)

204/22: ONGOING MATTERS (Reported updates only)

- (i) Weight restriction consultations (On going with Highways)
- (ii) Speed Restrictions near school 20MPH (On going and to be implemented in 2022)

205/22: Correspondence

No new Correspondence

206/22: NEW MATTERS OF CONSIDERATION (Decisions to be taken)**207/22: Shop related Matters**

Matters discussed and decisions taken

A meeting was held on the 27th January 2023 between the Community Shop Management group and Cllr S Bougourd and Owen Cullwick Clerk together with the respective legal representatives.

Matters discussed, proposed and considered from the meeting

- (a) The leasehold rental rates to be set by the Parish Council
- (b) The Length of the Lease
- (c) Review period for consideration
- (d) The Parameters of the leasehold interest
- (e) Service charges and ongoing responsibilities
- (f) Opening hours being proposed
- (g) Ongoing Communication between shop and Council
- (h) transfer of tenancy during the leasehold period

Resolutions made at this meeting

- (a) To appoint an independent valuer to ensure that we have been completely transparent in our rental assessment. The current consideration of rental being considered is £3000.00 increasing compound by 10% per annum for the first 5 years after which a review will be undertaken. The council voted by a majority to wait for an independent valuer before finalising this part of the lease

- (b) The Parish Council voted unanimously for both the 10 year Lease and the 5 year review

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- (c) The Council approved the service proportions on the building subject to the legal lease contract being satisfactory
- (d) The Parish Council approved of the leasehold interest being confined to the building and any extension of that for one off events must be subject to Council approval
- (e) A formal set of accounts must be provided as available but on a regular basis with financial and general updates being considered at a properly structured quarterly meeting between the Council and the shop management

The shop Tendering Process is underway at the first stage of inviting interested parties to indicate their wish for a pack when it is released

208/22: Surgery Attendance January 28th 2023 (10am to 12 noon)

Cllr M Kingscote to attend with Clerk

209/22: Car Park Security Hill Lane

A rubbish bin has been approved for Purchase from SDC at accost of £385.00 total inclusive of VAT. Ongoing cost of £9.39 per week for 3 empties per week. New Signage is waiting to be proofed for approval from Arien Signs

210/22: Flag Pole Refurbishment

Cllrs D Knott Cllr A Povey and .Cllr A Reason are continuing their work to carry out the refurbishment of this unit.

211/22: Flooding

Cllr Knott to check out the equipment and ensure its in running order ready for further discussion on the future of the equipment later in the year

212/22: Warm and Social Project

This project will be supervised by John and Helen Norris over the coming weeks and we thank all those volunteers for their help with this ongoing project

213/22: Request for Pizza van service on Wednesdays

The Parish Council approved an 8 week trial for Pizza Supplier Haverslice on Wednesday evenings. There is also an option possibility for a Fish and Chip van Service on two other nights in due course. contact to be made with other provider.

214/22: BT Exchange Dog Bin

This unit has been removed as the fencing has been replaced and BT has said that they will allow the use of their land but not on their fence so a post will need to be erected. contact to be made with SDC to install a post and fit existing bin

215/22: Coronation

It was agreed that we invite Steve Russell to update Council on Current plans if any also any other organisations who may be arranging events.

216/22: MATTERS OF REPORT

Annual Parish Meeting Speaker

DATE OF NEXT MEETING March 1st 2023 7pm Jubilee Room and a Parish Surgery on the 28th February in the Jubilee room 10am to 12 noon