

BRENT KNOLL PARISH COUNCIL

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Public Session

MINUTES

Minutes of the Meeting of **Brent Knoll Parish Council** on **Wednesday 2nd August 2023** at 7pm when the following business was transacted.

PRESENT

Cllr M Borland, **Cllr R Filmer, (Chairman)** Cllr J Gray, Cllr M Kingscote, Cllr D Knott, Cllr J Mathews, Cllr A Povey, Cllr A Reason, Cllr C Townsend, Cllr T Woods and Owen Cullwick Clerk, and 3 members of the Public.

The meeting opened with 1 member of the public addressing the Parish Council on Full Fibre broadband in specific areas of the village

The Chairman invited the Council for a one minutes silence in memory of Cllr John Harper who has recently passed away. John was a Councillor over a period of 19 years and supported many village organisations in the village.

68/23: TO RECEIVE APOLOGIES AND REASONS GIVEN

Apologies: No Apologies

69/23: DECLARATIONS OF INTERESTS

Cllr R Filmer Other Registerable interest (ORI) on all matters relating to his role as Councillor for the new Somerset Council. A dispensation granted on the 5th October 2022 re stated on matters relating to shareholding in the Community shop and is further declared at this meeting. Cllr T Woods, Cllr J Gray and Cllr A Povey, Cllr C Townsend and Cllr Mathews declared ORIs reflecting their shareholding in the Community shop. Cllr R Filmer declared an ORI On matters relating to Parish Hall.

70/23: MINUTES OF THE PREVIOUS MEETING

The Minutes were accepted by the meeting held on the 5th July were accepted by a majority. The Confidential minutes of the session 5th July were accepted unanimously and the minutes of the meeting held on the 19th July were accepted by the majority.

The Chairman read out correspondence from Somerset Council's legal section confirming that Cllr S Bougourd's resignation from the Council was effective from the 3rd May

It was further agreed that business not covered by an agenda item should not be action

71/23: PLANNING APPLICATIONS FOR CONSIDERATION BY THE PARISH COUNCIL

There were no planning matters to consider at this meeting

72/23: THE CLERK UPDATE

Clarity on email circulation with a majority agreement to pre circulate only the emails that were relevant to the Parish Council and for the clerk to filter where necessary. Cllr Kingscote requested all emails as previously agreed.

The pre circulated financial summary papers was confirmed any questions invited. Also the now completed audit for 2022/2023 was further clarified and the conclusion certificate now

appears on the Council pages of the website

73/23: WORKING GROUP REPORTS FOR August 2023

The Footpaths Team

- (a) The Chairman reported that he had passed on details of the definitive line of the path to the owners of at Windy Ridge..
- (b) Footpath from Windy Ridge around the reservoir in order to access the overgrowth of the clerk will write to both the land owner and Bristol Water.
We should seek quotations for the work to clear the path.
- (c) It was agreed by a majority ask Paul Dixon to fix the signage on the Coronation Oak in Church Lane.

Highways Team

- (a) Gully pots require emptying Station Road Cllr Povey to identify specific issues
- (b) Exit from Wick Lane on to Burton Row has a hedge which affects the visibility clerk to contact the land owner
- (c) Hill Lane Car Park requires a height restriction construct on the entrance which members have agreed to form a small working party to deal with. The clerk did point out the need for adequate Health and Safety precautions.

The Village Green / Car Park / Toilets

The Green

- (a) Bench Removed and thanks to Cllr Povey for undertaking that task
- (b) Working group has met and dealt with some overgrown areas of the green perimeter
- (c) Ash Die back identified (possibly) on the bottom right of the green near the transformer however this may be dealt with under the National Grid work to be agreed
- (d) Suggestion of a Latch gate between the car park and the green for safety of young children Quotations to be obtained from suitable contractors
- (e) The Chairman to seek advice from the tree Officer at Somerset Council on any tree issues.

Cllr C Townsend has agreed to undertake green inspection for August 2023

The Toilet Block

The Staffing / Audit Working Group

There were no new matters to consider

The Buildings working group

A short meeting was held between the working group and the architect to establish the breakdown of the Council and shop liabilities and relevant costings apportionment.

The Shop Working Group

A meeting to be arranged between the shop working group and the shop management team in August for clarity on section 14 of the building document and to make a clear distinction between Council and shop liabilities on areas of the shop completion.

Working Group meetings generally

Cllr Kingscote requested that members of the public and any member of the Council should be able to attend these groups. The Parish Council decided by a majority to keep the working groups as now with any decision making brought before the full Council. The working groups are elected by the members to discuss and fact find on behalf of the Council.

Somerset Council member report

Cllr R Filmer reported on the following matters

- I Financial matters 20 million over spend in the last financial year and a likely 30/40 million overspend by the end of the current year
- ii Phosphate Pollution across the County (less in this area) government involved

75/23: FINANCIAL MATTERS AND PAYMENTS

Statutory Payments Listing for **August 2023** approved by the Parish Council unanimous as agreed for the current year 2023/2024

- (a) Contract For Village Maintenance
- (b) Staff payments
- (c) contract GB Sports
- (d) Water Account

76/23: Statutory Payments resolution to approve for the month of August 2023

Variable Payments Listing for July 2023

Pata Payroll service for July 2023	£8.60
<i>Approved by a Majority</i>	
Parish Hall Invoices to the end of June 2023	£183.00
<i>Approved by a Majority</i>	
Nichols Facilities Management Invoice for July 2023	£70.00
<i>Approved by a majority</i>	
Somerset Council Invoice for Dog Bin and cleaning contract services	£1536.16
<i>Approved by Majority</i>	

Cllr Filmer abstained from voting due to Parish Hall Payment and a declared interest.

77/23: NEW MATTERS OF CONSIDERATION (Decisions to be taken)**78/23: Vacancy on the Parish Council**

It was agreed to advertise the Council vacancy in the September edition of the BKN and to place on the notice boards Unanimous

79/23: Play Equipment updating

Cllr Filmer presented to the meeting 4 quotes for a new piece of play equipment to be installed on the far left top of the green the aerial runway was the first choice in a consultation with the School Children earlier this year

The four Quotes

Wickstead(Steel) 20m	£14414.91 + vat
GB Sports (Steel) 20m -25m	£15575.75+ Vat
GB Sports (Wood)	£15240.75+ Vat
Peak Playgrounds	£14485.00+Vat
Creative Play	£14,795.00+ Vat
(to Include re siting of See Saw and remove wooden Kit)	

After a discussion and consideration the Parish Council resolved to approve the creative Play quote due to its competitive quote and its inclusion of re siting of existing
It is agreed that we should have a working party in preparation prior to the installation.

The Chairman requested permission to seek quotations for possible tree work that may be required by National Grid Work Resolution to approve by a majority..

80/23: ANPR Progress and moving forward

After several months this is still an ongoing issue to ascertain the exact destination of the completed documents from Trevor Simpson more going forward

81/23:The Community Shop matters not considered under the working group)**Quantity Surveyor**

The Parish Council has been offered the services of a local quantity surveyor to assist any future tender for the contract on likely quantities for the build of the shop and toilet block. This service is being offered as a community benefit and is therefore offered on a no charge basis and should that situation change the Parish Council will be invited to re visit this decision. The resolution was agreed by a majority.

National Grid

The Council is waiting for a defined plan and starting date for both their emergency project and now linked to the rerouting of the power cable. It is hope to organise a meeting with National Grid to formulate any planned progress on the project

Wayleave agreements

This proposed wayleave document will need to be approved before its acceptance and the Council Solicitor Charles Fleming is currently analysing the proposal before advising the

Parish Council.

The Tender Process

Due to the uncertainty of the National Grid reroute the tendering process resulted in no tenders coming forward therefore a new tender process can commence after the position of the National Grid has been clarified. This will be brought before the Parish Council for their decision.

Cllr Kingscote raised a question regarding cost disclosure and the budget and forecast time scales for budgetary purposes.

This will formulate during the year once full costs are known and our loan application is set for extension if required Clerk to maintain contact with levelling up department of central government

82/23: Matters of Report

Agenda Items for September 2023

The Council Contract (Cllr Knott)

Items deferred from an earlier meeting (Cllr Mathews)

Meeting closed at 8.30 pm

DATE OF NEXT MEETING

The Next main meeting of the Parish Council will be on **September 6th 2023** at 7pm in the Jubilee room of the Parish Hall also a provisional meeting to be held (if required) on **16th August 2023** at 7pm in the Jubilee Room.

Note !!!

Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).