

BRENT KNOLL PARISH COUNCILwww.brentknollvillage.co.uk

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Emailclerk@brentknollpc.co.uk**Public Session****MINUTES**

Minutes of the Meeting of Brent Knoll Parish Council on Wednesday 2nd October 2024 at 7pm when the following business was transacted.

PRESENT

Cllr M Borland, **Cllr R Filmer, (Chairman)** Cllr J Gray, Cllr A Reason, Cllr J Rees, Cllr C Woodward and Owen Cullwick Clerk. There were 2 members of the public this meeting. A further member during the public session only to update on LCN Matters

94/24: TO RECEIVE APOLOGIES AND REASONS GIVEN

Cllr A Holmes and Cllr D Knott Cllr M Kingscote, Cllr J Mathews and Cllr C Townsend gave their apologies due to work and personal commitments and these were accepted unanimously.

95/24: DECLARATIONS OF INTERESTS

Cllr Filmer Other Registerable interest (ORI) on all matters relating to his role as Councillor for Somerset Council. Cllr R Filmer declared and ORI relating to matters on the Parish Hall owing to his role as trustee of the Parish Hall. Cllr C Woodward also declared and ORI as a trustee of the Parish Hall. Cllr J Gray declared a DPI on matters relating to planning application no 07/24/00012 as a neighbouring property.

The Clerk under delegated powers agreed under a resolution in **October 2022** under minute **no 91/22** grants a dispensation on **DPI, ORI or NRI** to the following members of the Parish Council **Cllr R Filmer, Cllr J Gray, Cllr J Rees, Cllr C Woodward** and this dispensation will allow full participation in all matters appertaining to the Community shop on this agenda. This dispensation is granted on the grounds of interest to those persons living in the community and in the interests of providing a community benefit. It also removes the possibility of a Council **meeting** becoming non quorate. The shop has received a very high level of support as outlined in a public engagement exercise in November 2022.

96/24: MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the 4th September were approved unanimously

97/24: PLANNING CONSIDERATIONS

07/24.00012: Erection of 24 ground mounted solar panels at **Grove Farm Burton Row Brent Knoll TA9 4BP**

Response: No observations Unanimous

98/24: THE CLERK UPDATE

Clerk indicated a more robust system of follow up and recording on matters relating to Footpaths, Highways and Village green

Clerk made a further request for all members to respond on agenda summons as this is a statutory requirement.

99/24: WORKING GROUP REPORTS

The Footpaths Team

Paper Ref 1/10/2024

- (a) Style at Windy Ridge new Gate ordered / Action ordered
- (b) Handrail Knoll Footpath/ Resolution to request Steve Pinn previous contractor to quote and pr
- (c) Knoll Footpath Hedge in poor state/ Action Councillors to contact owner when weather improves.
- (d) Footpath 8/16 Action to Investigate Cllr Filmer and Cllr Reason to walk the path prior to owner contact from the Parish Council.
- (e) Car Park Hill Lane arrangements to be made for closing and opening of the newly installed gate (once installed) Volunteers from the Council and the public.
- (f) Boroughs Green 27 Brent Street contact to be made with GTH Regarding poor condition of boundary verge Clerk to contact GTH.

Highways Team

No new matters to report

The Green

No new matters raised however Cllr Gray has kindly offered to keep a watchful eye on the green although formal reporting on a rota basis should continue for insurance and compliance purposes

The Staffing / Audit Working Group

No new meetings taken place this month

The Buildings working group

Regular meetings between the building working group the contractor and the architect with representatives of the shop during the first part of the meeting the last meeting to be held was on Friday 27th September. A request for Automatic Closure doors but funded by the

shop through a local donor was agreed by members unanimous no cost to the Parish Council for either Installation or ongoing maintenance. The meeting also agreed to make a payment of **£110.00** for submission of address details application to Somerset Council with an address for each of the two properties i.e. the Toilet Block and the Community shop. this fulfills an obligation to have such addresses further down the line.

The Somerset Council report

Discussions between Somerset / Dorset and Wilts investigations on what might be possible. Recycling hours now in winter mode.

warnings of parking text scams unauthorised QR Codes stuck to machines be aware.

100/24 FINANCIAL MATTERS AND PAYMENT

Statutory Payments Listing for **October 2024** approved by the Parish Council unanimous as agreed for the current year 2024/2025 under minute 241/23 March 6th 2024.

101/24: To approve Statutory Payments for October 2024 Unanimous

Variable Payments for October 2024

Office Expenditure for the period July to September 2024	£ 250.45
Parish Hall room hire account between	£ 91.00
Parish Hall booked by Paul Martin	£ 17.50
P Littlejohn external Audit Fee	£ 378.00
Annual Inspection fee for GB Sports	£ 114.00
Locum Clerk Hazel Brinton	£ 68.75
SALC annual subscription fees 2024/2025	£ 383.97
Public works Loan Board October payment for Loan 1	£ 1462.93

102/24: To approve variable Payments for October 2024 unanimous

103/24: Other Financial matters

104/24: Clerk Presented the current operational budget which is on track

105/24: Clerk presented the current building budget which confirms a balanced number at this stage and is on target

106/24: Clerk presented the PWLB Loan breakdowns for both the current year and the forthcoming year these indicate a **£5000.00** reduction in the budget for this year due to staggered drawdowns and variable interest .

10724: NEW MATTERS OF CONSIDERATION (Decisions to be taken)

108/24: THE BUILDING PROJECT

Loans and Finance

The last of the PWLB Drawdowns in September and all payments up to date with contractor together with VAT reclaims monthly. other information on the matters in agenda item 106/24

109/24: Building Matters

The build is about 5 days behind anticipated however it is expected to regain this over the coming weeks. The roof is now completed the solar panels are installed and first fix electrics are well underway

1832

110/24: The Lease

A draft Lease has now been circulated to members for their comments as at the date of this meeting a few small details raised by 1 member and these are currently being dealt with the meeting unanimously agreed to Cllr R Filmer and the Clerk to undertake the signing of the documentation with a couple of small amendments with our Solicitors. It is anticipated that a provisional meeting on 16th October will be a suitable opportunity for the shop and the the Council to formally sign the lease.

111/24: Other Matters

No other matters

112/24: PLAY AREA UPGRADES

There are now 3 quotes for the play equipment upgrading as follows to install A Zip wire facility and to include safety surfaces

Creative Play:	£20,364.00
GB Sports :	£20,553.00
Wicksteed:	£24,283.00

The GB Sports quote was agreed due to their ongoing inspections of the play equipment and the quotes similarity to the slightly lower quote.

The Council agreed unanimously to select GB Sports for this work to be financed as follows Grants.

Cil Funding.

A local Trust Fund.

Reserves set aside for the purpose of play equipment upgrading.

In addition there is a roundabout upgrading and refurbishment cost of £1000.00 this expenditure was agreed unanimously by the meeting.

113/24: HILL LANE CAR PARK QUOTES

Gates will shortly installed at the Hill Lane car park

114/24: GENERAL CONDITION OF PUBLIC RIGHTS OF WAYS

A Bkn report this month was published requesting land owners to take all possible actions to minimise problems on the public highway and some actions have been noted so far

115/24: RAILWAY BRIDGE AND CROSSING LOCATIONS SIGNAGE

Samaritans Signage on the 10 locations within the village will be an ongoing matter between the Clerk and a local concerned resident and discussions with the Samaritans

93/24: MATTERS OF REPORT

Erratic Postal Deliveries

Dog Fouling

Middle Street Activity
Speeding matters

Meeting closed at 8.30pm

DATE OF NEXT MEETING

1833

The Next main meeting of the Parish Council will be on **November 6th** at 7pm in the Jubilee room of the Parish Hall. May Surgery **November 5th 2024** 10am to 12 noon. A provisional meeting if required will be on **16th October 2024** for urgent planning matters

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).