

# BRENT KNOLL PARISH COUNCIL

[www.brentknollvillage.co.uk](http://www.brentknollvillage.co.uk)

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## Public Session

## MINUTES

Minutes of the Meeting of **Brent Knoll Parish Council** on **Wednesday 21st February 2024** at 7pm when the following business was transacted.

### PRESENT

Cllr Borland, **Cllr Filmer, (Chairman)** Cllr Gray, Cllr A Holmes, Cllr Kingscote, Cllr D Knott, Cllr A Reason, Cllr Townsend, Cllr Woods and Owen Cullwick Clerk. There were 7 members of the public at the start of this meeting.

### 225/23: TO RECEIVE APOLOGIES AND REASONS GIVEN

Apologies received and accepted from Cllr A Povey, Cllr J Mathews

### 226/23: DECLARATIONS OF INTERESTS

Cllr Filmer Other Registerable interest (ORI) on all matters relating to his role as Councillor for the 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 Woods, Cllr Gray, Cllr Mathews, and Cllr Townsend declared (ORIs) reflecting their shareholding in the Community shop.

### 227/23 :The Shop Building Project

**(a) To Consider draft of the lease agreement between the Parish Council and the Community Shop team.**

In the absence of a satisfactory agreement from the Solicitors, the Council drafted a document entitled "Agreement of intent to enter into a Lease" which laid out the key areas reached between the Council and the shop which were signed during the meeting by both parties. During this discussion there were matters raised by some members regarding the current budget and the need to be cautious in our commitments being made.

Following these discussions it was proposed and seconded that the Council should instruct the Council Chairman to sign this document on behalf of the Council. The resolution was passed by a majority.

The Chairman suspended the meeting and he and the Chairman of the Community Shop committee both signed two copies of the document on behalf of the two organisations.

The meeting was re commenced.

(b) The PWLB (Public Works Loan Board) Loan approval from the levelling up department of central government.

The clerk has done some work behind the scenes to ensure that the previous approval given in 2022 to secure a loan of £160,000.00 is re- instated and further extended from the original deadlines. The meeting resolved to approve by a majority the staged drawdown of 4 payments of £40,000.00 over a period of months. The Clerk also pointed out that each drawdown will be subject to PWLB Rates at the time of drawdown.

**(c) The follow up matters relating to the appointment of A.B Building Services to construct the new building of the toilet block and Community shop**

The Clerk report reported that we have received the following.

Professional Finance Checks  
Health and Safety Site Safety certification  
References from builders customers

The Parish Council agreed that it was satisfied that this contractor has fulfilled all matters sufficient to move towards the JCT Contract.

A resolution giving authority to Chairman and Clerk to sign JCT Contract on behalf of the Parish Council was agreed by a majority.

#### **228/23:Two Quotes to Consider**

(a ) Painting of the play equipment ( Deferred)

(b) The replacement for the damaged plaque top of the Knoll  
A quote received from Wells Cathedral Stonemasons of £1400.00 + Vat Was accept  
unanimously

#### **229 /23: MATTERS OF REPORT**

No Matters Raised

**The Meeting Closed at 8.05 pm**

**DATE OF NEXT MEETING**

The Next main meeting of the Parish Council will be on **6th March 2024** at 7pm in the Jubilee room of the Parish Hall. The Parish Surgery **5th March 2024** Jubilee Room 10is to 12 noon

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).*