

BRENT KNOLL PARISH COUNCIL

www.brentknollvillage.co.uk

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Public Session

MINUTES

Minutes of the Meeting of **Brent Knoll Parish Council** on **Wednesday 3rd April 2024** at 7pm when the following business was transacted.

PRESENT

Cllr Borland, **Cllr Filmer, (Chairman)** Cllr A Holmes, Cllr M Kingscote, Cllr J Mathews, Cllr A Povey, Cllr A Reason, Cllr C Townsend, and Owen Cullwick Clerk. There were 7 members of the public at the start of this meeting.

254/23: Election of a Chairman to serve during April 2024. Cllr M Borland took the chair to open the meeting and requested nominations for the Chairman for the month of April 2024. There were two nominations Cllr Filmer and Cllr Mathews. Cllr Mathews failed to secure a seconder and Cllr Filmer was elected by a majority of the Parish Council. Cllr Filmer therefore took the chair for the remainder of the meeting.

255/23: A declaration of office was signed at the meeting and was signed by both the Chairman and the Clerk in front of the assembled meeting.

256/23: TO RECEIVE APOLOGIES AND REASONS GIVEN

Cllr D Knott and Cllr J Gray reasons given and accepted unanimously.

257/23: DECLARATIONS OF INTERESTS

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

258/23: MINUTES OF THE PREVIOUS MEETING

The Minutes of the 6th March were unanimously accepted by the meeting.

259/23: THE CLERK UPDATE

The clerk updated the meeting on the following matters

- ◆ The clerk informed the meeting that a locum Clerk Hazel Brinton from Berrow would take the June meeting due to his incapacity.

260/23: WORKING GROUP REPORTS

The Footpaths Team

No Specific report although it was noted that all footpaths in and around the village are in a muddy state at present

Highways Team

Reported

- ◆ Pothole Concerns Church Lane
- ◆ Bridge issues in Station Road
- ◆ Corner of Burton Row, Brent Street and Station Road dangerous exits

The Village Green / Car Park / Toilet

The Green

No Specific Report although it was noted as very wet and muddy on the green

The Car Park / Toilets

No report offered this month

The Staffing / Audit Working Group

The Chairman reported that the Working Group had met to consider a couple of staffing matters. Those that had raised the issues had been responded to as had the Clerk and that the matters had been concluded.

The Buildings working group

No report

The Shop Working Group

No report

Somerset Council member report

ClIr Filmer reported on the following matters

- (i) Urgent review of Mendip local plan
- (ii) Electric Buses
- (iii) Voting ID Reminder
- (iv) Somerset grant from Government

(v) Redundancies Somerset Council

261/23: FINANCIAL MATTERS AND PAYMENTS

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

262/23: To approve Statutory Payments for April 2024 Unanimous with small amendments to the Jason Mayo and Nichols Contracts

(a)	ICO (Subscription)	£40.00
(b)	CPRE (Subscription)	£36.00
(c)	Jason Mayo (Additional Contractor Work)	£70.00
(d)	Office Expenses and Allowance for the period Jan to March 2024	£451.70

237/23: To approve variable Payments for April 2024 unanimous

241/23: Other Financial matters

263/23: To Approve the Council financial Statements for the year 2023/2024 Unanimous

264/23: To approve the governance Statement for the AGAR a Majority decision

265/23: To approve the Agar Accounting statements for AGAR year 2023 /2024 Unanimous decision.

266/23: NEW MATTERS OF CONSIDERATION (Decisions to be taken)

266/23: Building matters for the forthcoming new build project

267/23: PWLB Loan update

The Parish Council has now set up the loan of £160,000.00 across 4 drawdown stages of £40,000.00 each starting on 15th April and further on 15th May, 15th July and 15th September. It was agreed at this meeting that we should formally request the previously agreed section 14 funding advance with the shop management prior to the first drawdown.

268/23: JCT Contracts

The architect is currently putting last minute details to this contract and is in discussion with Ashley Baker on a couple of points. It is anticipated that this document will be ready for the buildings working group to assess in due course.

269/23: The Lease

We have now had sight of a first draft of a lease from Holley and Steer and we have gone back on a number of points for further clarity. Once we are satisfied that both our requirements have been covered we will circulate a draft of the document

270/23: Resolution to appoint Paul Martin as project manager

It was resolved to approve Paul Martin as the project manager in the sum of £11,000.00 for the shop and toilet block building project. A majority decision.

271/23: The ANPR

A decision was taken to contact Trevor Simpson with regard to the data aspects of the new ANPR and to establish a process for up loading information and any constraints that may be imposed on it.

272/23: Annual Parish Meeting**The Proposed format of the annual meeting will be as follows.**

Chairman's Report	
The Air Ambulance presentation	Air Ambulance representative
Report from Somerset Councillor	Cllr R Filmer
Nichols Facilities Management (ANPR)	Stuart Nichols
Flooding Actions being considered	David Knott
The Council build project update	Clerk / Council members
The shop team update short presentation	Shop team.
Refreshments	Amanda and helpers

273/23: Flood matters**A request for a number of items including**

Hi Vis Jackets
Signage
Drain Lifting kit
Forks

To be considered on the May agenda

274/23: MATTERS OF REPORT

Matter of changing meeting night was requested for consideration
Meeting Refreshments

Meeting closed at 9pm**DATE OF NEXT MEETING**

The Next main meeting of the Parish Council will be on **May 1st 2024** at 7pm in the Jubilee room of the Parish Hall. May Surgery April 30th 2024 10am to 12 noon. Annual Parish Meeting on 17th April at 7pm the Parish Hall.

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).