

1796

# 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 6th March 2024** at 7pm when the following business was transacted.

### PRESENT

Cllr Borland, **Cllr Filmer, (Chairman)** Cllr Gray, Cllr A Holmes, Cllr Knott, Cllr Reason, Cllr C Townsend, Cllr Woods and Owen Cullwick Clerk. There were 5 members of the public at the start of this meeting. also two executives from Barratt Land developments and Chairman of Somerset Council Cllr M Best

Presentation of a Community award for the late **John Harper** a former Councillor of this Parish Council the award was present to **Mrs W Harper** and present to her by Cllr M Best Chairman of Somerset Council

Presentation by Barratts Land Developments on proposals for 2000 homes project in Burnham on Sea on Land between Stoddens Road and Brent Road Berrow. This project is very early stage and will be subject to a new local plan in 2026. The team have offered to update the Parish Council as more news becomes available

### 230/23: TO RECEIVE APOLOGIES AND REASONS GIVEN

Cllr, Povey, Cllr Kingscote and Cllr Mathews reasons given and accepted unanimously. Cllr A Holmes sent apologies for possible late arrival

### 231/23: 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 Townsend, declared (ORIs) reflecting their shareholding

**1797**

in the Community shop. Cllr Filmer declared (ORI) on a Decision regarding permissions to Parish Hall. Cllr A Reason on planning application no 07/23/00025 as a property notified by letter of the application

**232/23: MINUTES OF THE PREVIOUS MEETING**

The Minutes were accepted by the meeting held on the 7th February and the confidential meeting of the 7th February and the 21st February were accepted by unanimous decision and signed by the chairman.

**233/23: PLANNING APPLICATIONS FOR CONSIDERATION BY THE PARISH COUNCIL**

Cllr Filmer abstained on all planning matters

**07/24/0002: Fell 1 Ash ( T1) ( TPO Ref T1 at 3 the Willows Brent Knoll backing on to the village green**

**Response**

No Comment Offered as the tree belongs to the Parish Council

**07/24/0003: Crown reduce height/ spread of 2 macrocarpas (T1 and T2) (TPO Ref T1& T2) y 1.5 meters and remove overhanging limbs within 2.5 m of the chimney stacks at 90, Brent Street Brent Knoll TA9 4EH**

**Response**

No observations unanimous

Councillor Reason left the meeting having declared an interest as a neighbouring property

**7/23/00025: Erection of building to house indoor play area , café and farm shop associated parking and outdoor play area at Upper Battleborough Farm Bristol Road Brent Knoll TA9 4HJ.**

**Response**

The Parish Council considered this application in the original version and objected to this on the 6th December for the following reasons.

- a) Impact on the historical nature of setting of the Knoll special landscape
- (b) The highway way implication of significant additional traffic on an already Congested location.
- (c) Introduction of conflicting traffic movements on the A38
- (d) Concerns over the entrance to the site
- (e) Impact on the amenity of the neighbouring properties
- (f) Lighting Pollution
- (g) The Ecology report objection to the proposal

The Parish Council considered that this version of the application offered no change of response from the Parish Council due to very little material changes. and therefore objected to this proposal unanimous

(Cllr Reason returned to the meeting

**234/23: THE CLERK UPDATE**

The clerk updated the meeting on the following matters

- ◆ **Likely changes to email for Councillor regulations concerning .gov .uk**  
(Clerk to inform members as changes become legislative later in year)
- ◆ Reminder of Surgery Rota that exists
- ◆ Clerk now a member of Internal Audit Forum.

**235/23: WORKING GROUP REPORTS****The Footpaths Team**

No Issues Raised

**Highways Team and Flooding concerns**

No Issues Raised

**The Village Green / Car Park / Toilet****The Green**

GB Sports report pre circulated but there was no report offered for this month

**The Car Park / Toilets**

All seems to be functioning ok at present

**The Staffing / Audit Working Group**

A staffing group meeting was held to consider a staffing issue in February

**The Buildings working group**

The Buildings working group met with Ashley Baker the appointed contractor in February.

**The Shop Working Group**

There were no Shop working group meetings held in February

**Somerset Council member report****Cllr Filmer reported on the following matters**

Cllr Filmer reported on the well documented issues surrounding Somerset Council finances and this information contained matters relating to staff redundancies at the County many that will be voluntary but not all this will be a 20% to 26% staffing reduction.

**236/23: FINANCIAL MATTERS AND PAYMENTS**

Statutory Payments Listing for **March 2024** approved by the Parish Council unanimous as agreed for the current year 2023/2024 under minute 259/22 April 2023.

- (a) Contract For Village Maintenance
- (b) Staff payments
- (c) contract GB Sports
- (d) PATA
- (e) Nichols Facilities Management

**237/23:** Statutory Payments resolution to approve for the month of March 2024

**Variable Payments Listing for February 2024**

Outstanding Invoice to Somerset Council for Dog Bin replacement	<b>£44.40</b>
Parish Hall room Hire ( chairman abstained on this matter)	<b>£82.00</b>

**238/23:** It was resolved to make these variable payments unanimously

**239/23:** Other payments

The Clerk has received 4 invoices for payment since the publication of the agenda and therefore raised these with the Parish Council. The invoices are due for payment in this financial year and it is recommended that small contractors should not wait longer than 21 days for payment.

**240/23:** A unanimous resolution was made to make all payments for March 2024 as follows

Steve Parkinson ( vat Advice given under a consultative exercise)	<b>£750.00 + Vat</b>
Nichols Facilities Management for additional matters over contract	<b>£340.00</b>
Paul Martin Architectural Visits to meetings etc.	<b>£1020.00</b>
Parish Hall Further Invoice to March 2024	<b>£ 56.00</b>

**241/23: Other Financial matters**

(a) To update members on the budget for March ( New Statutory Item)

(b) To approve internal controls for 2024.  
Resolution to approve Chairman signed document for 2024)

(c) To approve Risk Management document for 2024.  
Resolution to approve Chairman signed Document)

(d) To approve the contractors List and the statutory payments list for 2024/2025  
Resolution to approve statutory payments list unanimous .

**242/23: NEW MATTERS OF CONSIDERATION (Decisions to be taken)****243/23: Flooding Issues**

There are several ongoing matters currently being worked on which include the drain clearance from the top of the kissing gate down through the wooded area to behind the Church

A quote for £6,400 by contractor Kenny Gordon was authorised unanimously to approve this work at a suitable time in the near future. A meeting will be arranged between Cllr Filmer Cllr Knott and the contractor.

**244/23: Building matters for the forthcoming new build project****245/23: The Lease**

This is ongoing and a draft lease based upon the document of intent signed on February 21st will be made available for consideration in due course.

**246/23: Financial Considerations**

A discussion on the financial security for the Parish Council. This was a matter raised by members concerning section 14 payments to be made by the shop. A strongly worded matter was raised regarding the contract and whether it should have been two separate contracts one for the shop and one for Council however this was not the advice given by our architect. The process will involve a separate invoice being presented to the shop on a given date to cover all section 14 liabilities.

It was further proposed to request through our lawyers that all monies under the section 14 listing £26,000.00 plus vat to include £5000.00 PC Sum for solar provision should be held separately by the shop's solicitors to maintain financial security for the Parish Council

This proposal was opposed by the Chairman who had approved by signing the document of intent on 21st February and he believed this proposal to be contrary to good faith which had been given and that this matter would require a resolution to suspend a standing order that refers to revisiting of previously made resolutions.

The point was made that this was not in any way a change to the previous resolution made on the 21st February but an additional matter in the interests of good due diligence and financial security bearing in mind the tightness of the budget.

The Clerk did advise the Council that it could be subject to scrutiny by auditors of the Council if the section 14 payments were unable to be made and therefore would recommend that this proposal for lodging of the fund be made.

A proposal was put forward by Cllr Holmes following a lengthy discussion as follows

**The Resolution**

**247/23:** That the section 14 sum agreed between the Shop and the Council will be lodged with the Shop's Solicitors Clarke Wilmott Clarke and released on the appropriate stage of the

building project on receipt of an invoice from the developer.

**248/23:** Cllr Filmer requested a Named voting procedure which was as follows

**Supporting the resolution**

Cllr A Holmes (Proposer)  
Cllr C Townsend  
Cllr J Gray  
Cllr A Reason  
Cllr M Borland  
Cllr D Knott

**Opposing the resolution**

Cllr R Filmer  
Cllr T Woods

The resolution was therefore carried by 6 votes to 2

**249/23: Loan Agreement**

The PWLB Application is now ready to be applied for and this will happen within the next 7 days

**250/23: Contractor and National Grid**

The Council will be signing the JCT Contract with the appointed contractor Ashley Baker in the coming weeks and National Grid will commence their 7 day project on the 2nd April. This will involve the closure of the car park however access will be given to the shop and the village green.

**251/23: Annual Parish Council Meeting**

**The Proposed format of the annual meeting will be as follows. Yet to be arranged in detail.**

The Air Ambulance presentation	
Nichols Facilities Management (ANPR)	Stuart Nichols
The shop team update short presentation	Shop team to be decided
The Council build project update	Clerk ??
Flooding Actions being considered	David Knott

**252/23: Parish Hall Request for use of the Green**

Cllr Filmer left the meeting during this item

The Parish Hall committee have requested the use of the village green for the fete on 8th June 2024 and the Music on the green event on 20th July 2024 and further the 14th June 2025 for the fete and the 19th July 2025 for the Music on the green event.

Resolution to approve unanimous

Cllr Filmer returned to the meeting

**253/23: MATTERS OF REPORT**

There were no matters to report at this meeting

**Resignation of the Chairman**

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Chairman Cllr Filmer said as follows

I do not believe that I could continue to represent the council to the rest of the village with any credibility, having in good faith signed the agreement publicly with the shop on the instruction of the council, which tonight we have in all reality sought to renegotiate.

**Meeting closed at 10pm**

**DATE OF NEXT MEETING**

The Next main meeting of the Parish Council will be on **April 3rd 2024** at 7pm in the Jubilee room of the Parish Hall. A provisional meeting of the Parish Council to be held on **20th March 2024 if required** Parish Surgery **April 2nd 2024** Jubilee Room 10am 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).*