

WEST QUANTOXHEAD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on 11 May 2016

PRESENT: Councillors G Tizzard (Chairperson), T Dunn, N Purcell-Herbert, R Hughes, J Roberts, Mrs S Sherry and Mrs P Tolley.

IN ATTENDANCE: Mrs C Richards (Clerk), County Councillor H Davies, District Councillor S Dowding and 4 members of the public.

1. **APOLOGIES FOR ABSENCE**

None.

2. **ELECTION OF CHAIRMAN**

It was proposed and seconded that Councillor G Tizzard be re-elected as Chairman and he signed the Declaration of Acceptance of Office.

3. **ELECTION OF VICE CHAIRMAN**

It was proposed and seconded that Councillor R Hughes be re-elected as Vice Chairman.

4. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Councillor G Tizzard declared a personal interest as a neighbour in Item 12 – Planning Application 3/38/16/002 Coppleridge, Staple Lane, West Quantoxhead, TA4 4DE: erection of a timber shed with 8 solar panels on the roof along with a further 8 stand-alone solar panels adjacent.

5. **MINUTES OF THE MEETING HELD ON 9 MARCH 2016 & MATTERS ARISING:**

5.1. New process for audit 2017, the Clerk confirmed that following advice from SALC and West Somerset Council, the Parish Council had not opted out of the new process.

Subject to noting the above, the Minutes of the Meeting held on 9 March 2016 were approved and signed.

6. **REPORTS**

6.1. **Police Report:**

PCSO Peter Bolton was unable to attend and no report had been received. Councillor Hughes requested that next time the speed indicator device was installed at West Quantoxhead it start at 7.30 am each day and the Clerk agreed to pass this on to PCSO Bolton.

6.2. **Somerset County Council:**

County Councillor Davies updated on matters of interest.

6.3. **District Council:**

District Councillor Dowding updated on matters of interest.

7. **CORRESPONDENCE:** (full list pre-circulated)

The correspondence log was noted. Councillor Mrs Sherry drew attention to the Queen for the Clean correspondence and highlighted the issue of litter in the area of Wibble Farm during windy conditions when rubbish from the wheelie bin had been strewn all around the area. County Councillor Davies agreed to bring this to the attention of the owners of Wibble Farm.

8. CLERK'S CONTRACT

The Clerk advised that a new paragraph 8.3. had been inserted relating to expenses incurred by the Clerk, and it was resolved to accept this and the new Contract of Employment was signed off by the Chairman and the Clerk.

9. FINANCES:

9.1. Financial Statement:

Bank balance as at 26/4/16 (confirmed by bank statement #26) £4,370.30

It was noted that the petty cash account had now been closed and the balance of £5.46 as at 31/3/16 paid into the bank account.

9.2. The meeting noted the issuing of the following cheque:

Chq. No. 000065, Clerk's Travel Expenses (12.11.2015 to 9.3.2016) £16.20

9.3. The meeting authorised the issuing of the following cheques:

Chq. No. 000066 Clerk's Expenses (12.3.2016 to 11.5.2016) £45.44

Chq. Nos. 000067 & 000068 Clerk's Salary & Tax (April-June 2016) £410.44

10. AUDIT FOR YEAR ENDING 31 MARCH 2016

10.1. The Annual Governance Statement for 2015/16 was approved and signed by the Chairman and Clerk.

10.2. The Accounting Statements 2015/16 was approved and signed by the Chairman and Clerk.

10.3. The Annual Internal Report 2015/16 by the Internal Auditor was noted. The Clerk confirmed that a gift had been purchased for the Internal Auditor to thank him for his work.

11. INSURANCE RENEWAL 2016-2017

It was resolved to accept the quotation from Hiscox in the sum of £288.16.

12. PLANNING

12.1. Applications:

3/38/16/001 St Etheldredas Church, Church Road, West Quantoxhead, TA4 4DS: installation of new gate in the boundary fence to the churchyard (No objection).

3/38/16/002 Coppleridge, Staple Lane, West Quantoxhead, TA4 4DE: erection of a timber shed with 8 solar panels on the roof along with a further 8 stand-alone solar panels adjacent (No objection).

3/38/16/003 9 Bracken Edge, West Quantoxhead, TA4 4DH: erection of porch (No objection).

12.2. Decisions: None.

13. HIGHWAY MATTERS

The Clerk confirmed she had contacted SCC Highways regarding moss on the pavements in Bracken Edge but had not received a reply to date.

14. FOOTPATHS

The Clerk confirmed she had contacted SCC Highways regarding weeds on the footpath from the Church to the Deer Park entrance but had not received a reply to date.

Councillor Hughes advised that some of the parishioners want to get the shedding gate on the boundary fence of the deer park working again. County Councillor Davies agreed to speak to the SCC Footpaths Officer regarding this matter.

15. FUTURE MEETINGS:

13 July 2016	7.30 pm
14 September 2016	7.30 pm
9 November 2016	7.30 pm

The meeting closed at 8.45 pm.

Signed:
Chairman

Date: