

ENGLISHCOMBE PARISH COUNCIL

Serving Barrow, Englishcombe, Haycombe, Inglesbatch, Kilkenny & Nailwell.

Draft Minutes of the Meeting of Englishcombe Parish Council held on Wednesday 6th November 2024 at 19:30 at The Old Schoolhouse, Englishcombe.

Councillors: Cllr Will Pow (Chair), Cllr Robert Law, Cllr Anne Corlett and Cllr Mycroft Croisdale-Appleby.

In attendance: Cllr Matt McCabe and J Turner (Locum Parish Clerk/RFO).

Absent: None.

Members of the Public: One.

06-11-2024-01	<p><u>To receive questions from the members of the public present.</u> A member of the public raised the question of when the bulbs will be delivered for planting. Cllr R Law will order and arrange this.</p>																												
06-11-2024-02	<p><u>To receive any apologies for absence.</u> The Parish Council noted apologies from Cllrs Nick Spicer (working) and Lucie Scurlock (working). The Parish Council were deeply saddened by the recent passing of Cllr Tom Try and wanted to thank everyone who had donated to the collection in his memory.</p>																												
06-11-2024-03	<p><u>To consider and approve any dispensations for this meeting.</u> None received.</p>																												
06-11-2024-04	<p><u>To approve the minutes of the meeting of the Annual Parish Council Meeting of Englishcombe Parish Council held on Monday 13th May 2024.</u> RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record.</p>																												
06-11-2024-05	<p><u>To approve the minutes of the Annual Parish Council Meeting of Englishcombe Parish Council held on Wednesday 18th September 2024 and to note the Clerks report.</u> RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record. Cllr W Pow asked some questions on the Clerk's report. The email addresses will be set up hopefully by the end of this week for all to use. The VAT claim was now with HMRC and the return figure was £734.61. The Council noted the temporary increase in hours as agreed via email and wanted to know what the effect this was on the budget. The Clerk would circulate this information to all Councillors.</p>																												
<p>06-11-2024-06</p> <p>06.1</p>	<p>Englishcombe Parish Council Finance:</p> <p><u>To approve the expenditure report for September 2024.</u> RESOLVED: It was unanimously agreed to approve the expenditure report and authorise payments as below, with the payment being made digitally with Unity Trust Bank.</p> <table border="1" data-bbox="309 1872 1500 1939"> <thead> <tr> <th>Payee</th> <th>Invoice Detail</th> <th>Net (cost to council)</th> <th>VAT</th> <th>Gross</th> <th>Our Ref</th> <th>Legal Power to Incur Expenditure</th> </tr> </thead> <tbody> <tr> <td>Vision ICT</td> <td>Initial invoice for development and design of new website.</td> <td>£ 390.00</td> <td>£ 78.00</td> <td>£ 468.00</td> <td>11-24-001</td> <td>Local Government Act 1982, s. 142</td> </tr> <tr> <td>Avon Local Council's Association</td> <td>Essential Councillor Training for Mycroft Croisdale-Appleby.</td> <td>£ 45.00</td> <td>£ -</td> <td>£ 45.00</td> <td>11-24-002</td> <td>Local Government Act 1972, s175.</td> </tr> <tr> <td colspan="2">Total for November</td> <td>£435.00</td> <td>£78.00</td> <td>£513.00</td> <td></td> <td></td> </tr> </tbody> </table>	Payee	Invoice Detail	Net (cost to council)	VAT	Gross	Our Ref	Legal Power to Incur Expenditure	Vision ICT	Initial invoice for development and design of new website.	£ 390.00	£ 78.00	£ 468.00	11-24-001	Local Government Act 1982, s. 142	Avon Local Council's Association	Essential Councillor Training for Mycroft Croisdale-Appleby.	£ 45.00	£ -	£ 45.00	11-24-002	Local Government Act 1972, s175.	Total for November		£435.00	£78.00	£513.00		
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<u>06.2</u>	<u>To note the cashbook for Quarter 2 of the Financial Year.</u> The Parish Council noted the cashbook.
<u>06.3</u>	<u>To note the bank reconciliation and bank statements for Quarter 2 of the Financial Year.</u> The Parish Council noted the financial reports which had been signed by Cllrs Anne Corlett and Mycroft Croisdale-Appleby.
<u>06.4</u>	<u>To receive an update on the reclamation of VAT.</u> The Locum Parish Clerk has submitted the form to HMRC with the claim from April 2021 to the end of September 2024 totalling £734.61.
<u>06.5</u>	<u>To receive an update on the transfer from HSBC to Unity Trust Bank.</u> The Locum Parish Clerk provided an update. The transfer was now in process with Cllrs W Pow and R Law liaising with HSBC. The Unity Trust had been opened and Councillors could now sign in for the mostpart.
<u>06.6</u>	<u>To consider the budgeting document.</u> The Council noted the document and the Locum Parish Clerk confirmed that any suggestions or amendments should be brought to the next meeting for approval. The Locum Parish Clerk invited Councillors to email any suggestions or amendments over prior to the next meeting.
<u>06.7</u>	<u>To appoint four Councillors as Bank Signatories for the 2024/2025 Financial Year.</u> Cllrs A Corlett, M Croisdale-Appleby, R Law and W Pow would be the signatories.
<u>06-11-2024-07</u>	<u>To consider any planning applications received.</u> None received.
<u>06-11-2024-08</u>	<u>To note that there is a Councillor vacancy on Englishcombe Parish Council and the steps that need to be taken to advertise the vacancy.</u> The Parish Council currently has one vacancy for a Councillor. The Locum Clerk will liaise with BANES Electoral Services to ensure that the vacancy is advertised and will advise the Parish Council if an election is to be held or whether the Parish Council can co-opt. The notice will need to be displayed widely throughout the Parish. Cllr M Croisdale-Appleby offered to produce a brief letter explaining that the Parish Council had a vacancy.
<u>06-11-2024-09</u>	To receive updates from members on ongoing Parish matters:
<u>9.1</u>	<u>Bath and North East Somerset Councillor Report.</u> Cllr M McCabe was invited to speak by the Chairman. He provided an update on the reset of the Local Plan and a meeting is to be held tomorrow which will share more information. He explained that the intention of the Culver Hay site is to build two new schools, one for alternative provision and one for SEND Provision.
<u>9.2</u>	<u>Parish Council Chairman's Report.</u> No report received.
<u>9.3</u>	<u>Rural Public Transport and Roads.</u> Cllr R Law provided an update on the fly tipping in the Parish. Cllr W Pow has reported some fly tipping by a green grocer, with accomplices in an unmarked van with no registration plates.

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	<p>Cllr R Law expressed his thanks to Cllr McCabe for the potholes being filled in and asked if the passing space at Padleigh Bottom can have the stones removed. Cllr W Pow recommended that this was reported through 'Fix my street'.</p> <p>Cllr R Law raised an issues with the 'Welcome to Englishcombe' signs that are being battered by tractors and are an eyesore. Cllr W Pow will ask BANES if they can be removed.</p> <p>Cllr M Croisdale-Appleby raised a question on the salt and grit bins and when they will be field. It was explained that these would be done automatically.</p> <p>Cllr M Croisdale-Appleby raised a question on the staircase at Padleigh Hill which is closed to collapsing as large stones keep falling from there. It was advised to report this through 'Fix my street'.</p>
<u>9.4</u>	<u>Little Padleigh Hull Hedge Trim and Passing Bays</u> No update received.
<u>9.5</u>	<u>Parish Website and Communications</u> The Locum Parish Clerk provided an update. The website has been reviewed by himself and Cllr A Corlett and the skeleton of the site is now there in a test environment. The Locum Parish Clerk will ensure all information is up to date and relevant, once it is near to going to live. The email addresses are not dependant on the website and will be rolled out very soon. It was agreed that an insert in the Ward Councillors Christmas Card to inform the Parish of the new website, should be drafted.
<u>9.6</u>	<u>Installation of Defibrillators and First Aid Courses.</u> Cllr R Law provided an update. It was agreed that an insert in the Ward Councillors Christmas Card to inform the Parish be included.
<u>9.7</u>	<u>Millstream, Orchard and Wheelwrights sub-committee.</u> The Parish Council noted that the current lessee's of the Orchard were moving out of the Parish and the Parish Council will need to decide what to do with the Orchard. It was agreed to obtain the current lease agreement and for some images to be taken of the current site, before making a decision on what to do with regards to advertising and getting a new lessee.
<u>06-11-2024-10</u>	<u>To note that the next meeting of Englishcombe Parish Council will be held on Wednesday 8th January 2025 at 7:30pm.</u> This was noted. <u>The meeting was closed by the Chairman at 20:28.</u>