

# NYNEHEAD PARISH COUNCIL

## MINUTES OF THE MEETING OF THE COUNCIL HELD ON 18 MARCH 2019 AT THE MEMORIAL HALL, NYNEHEAD

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| <b>Present</b> | Mr M Hooper, Mr G Sparks, Mr F Meadows, Dr J Butterley and Mrs A Harcombe. Also present were Mr J Frost (Parish Footpaths Liaison Officer) and Mr R Habgood (Borough Councillor) |   |
| 19/025         | Apologies  | There were no Apologies   |
| 19/026         | Declarations of Interest   | There were no Declarations of Interest.   |
| 19/027         | Minutes  | The Minutes of the meeting held 18 February 2019 were approved and signed as a correct record.  |
| 19/028         | Matters Arising  | (i) On behalf of the Parish Council, the Clerk wrote and dispatched a letter of support for assistance with grant funding as requested by All Saints Church, Nynehead.<br>(ii) The NatWest mandate to change the RFO details is progressing.  |
| 19/029         | Police Report  | (i) In the absence of PCSO Baker, the Clerk read out a report that she had received. Two high value thefts were reported in Bradford-on-Tone and Heathfield and, in Nynehead, PCSO Baker spoke to two older youths using their bikes in the car park of Nynehead Village Hall. Advice was given but there are no concerns.<br>(ii) Due to promotion, PCSO Baker has now moved to another post. Her replacement is PCSO Victoria Henderson. She has the same mobile telephone number (07889655302) and the published Beat Surgery dates will remain the same. New Beat posters will be distributed shortly and PCSO Henderson will try to attend a Parish Council meeting but this will depend upon her shift pattern.   |
| 19/030         | Rights of Way  | (i) Mr Joe Frost, Parish Paths Liaison Officer, gave his monthly report. In spite of the wet and windy weather, the footpaths are in reasonable condition. No cycling signs have been ordered from the County Council. The strimmer is back from its service ready for summer use but other strimmer equipment is still awaited.  |
| 19/031         | Highways   | (i) The Clerk had received no correspondence from Somerset Highways Dept.   |
| 19/032         | Planning Matters   | There were no Planning Matters  |
| 19/033         | Parish Council Administration  | (i) Following contact with Mrs Sheila Rabson, the Clerk updated the Council on the Nynehead Community Fund. The date of the AGM is now awaited.<br>(ii) Mr Gary Sparks was proposed by Mr M Hooper and seconded by Mr F Meadows and appointed as the Council representative to the Nynehead Memorial Hall Committee for the year 2019-2020.<br>(iii) Parish Council elections take place on Tuesday 2 <sup>nd</sup> May 2019. The Notices of Election, with all necessary information, are up on the Hall and East Nynehead notice boards. Nomination packs are available from the Clerk. These must be returned to the addresses indicated by 16.00 on Wednesday the 3 <sup>rd</sup> April 2019. As Mr F Meadows has elected not to stand again, there is currently one vacancy on the Parish Council. |

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|        |   | <p>(iv) The Clerk contacted those who originally volunteered to be on the Volunteer Emergency Telephone list. The Council agreed that this system would be beneficial for the Parish and she has been instructed to investigate how to set this up.</p> <p>(v) Members agreed to appoint Mrs Jill Larcombe to conduct the Annual Internal Audit for 2018/2019 at a cost of £30.00. Mr F Meadows and Dr J Butterley agreed to carry out the half yearly internal audit of accounts.</p> <p>(vi) The Clerk informed the group that Nynehead Court would be holding a fete on the 29<sup>th</sup> June 2019 in conjunction with the National Trust's Wellington Monument Group.</p> <p>(vii) Mr R Habgood, Borough Councillor, reported that TDBC had met for the last time ahead of the forthcoming elections. The new Council will convene after the elections on the 2<sup>nd</sup> May 2019. Nynehead will now be in the Milverton Ward and, therefore, will have a new Borough Councillor in May.</p>   |
| 19/034 | Receipts and Payments   | <p>(i) The Council authorised and instructed the issue of cheques for:</p> <p>(a) The Clerk's Salary for February 2019 (£186.82) and Expenses (£111.93) Total £298.75. Cheque No.000783. Prop.by Mr M Hooper and Sec. by Mr F Meadows.</p> <p>(b) Wyatt Joinery Ltd for 2 x new notice boards £1032.00 (Inc. £172.00 VAT). Cheque No. 000784. Prop. by Mr M Hooper and Sec. by Mr F Meadows.</p> <p>(c) Life Education Wessex (contribution towards delivery of health education programme to Oake, Bradford and Nynehead Primary School) £50.00. Cheque No. 000785. Prop. by Mr M Hooper and Sec. by Mr F Meadows.</p> <p>(d) SALC training seminar for Clerks on preparing for the annual external audit £30.00. Cheque No. 000786. Prop. by Mr M Hooper and Sec. by Mr F Meadows.</p> <p>(e) Nynehead Memorial Hall Hire (for Jan, Feb, Mar 2019) £45.00. Cheque No. 000787. Prop. by Mr M Hooper and Sec. by Mr F Meadows.</p> <p>(f) The Clerk's Training Part 3 £30.00. Cheque No. 000788. Prop. by Mr M Hooper and Sec. by Mr F Meadows.</p> |
| 19/035 | Correspondence  | <p>(i) <u>For information only (* received by email, ^ received by post).</u></p> <p>(ii) <u>Town and Parish Council February Newsletter* <a href="http://www.parish-council.website">www.parish-council.website</a></u></p> <p>(iii) <u>M5 Junction 25 Improvement Scheme – work due to start late March 2019. Drop-in sessions available for the public to see plans and talk to delivery team on Thursday 7<sup>th</sup> and 14<sup>th</sup> March 15.00-20.00 at Ruishton Village Hall TA3 5JD* <a href="http://www.alungriffiths.co.uk">www.alungriffiths.co.uk</a></u></p> <p>(iv) <u>Updates from St Margaret's Hospice*</u></p> <p>(v) <u>Affordable Housing Commission – Call for evidence*</u></p> <p>(vi) <u>BHIB Councils Insurance – tree management^</u></p>  |
| 19/036 | Items requested for next agenda (15 <sup>th</sup> April 2019) | <p>(i) Mr G Sparks requested the signing of the lease on behalf of the Hall Committee.</p>  |