

## NYNEHEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 15<sup>TH</sup> JUNE 2020. MEETING HELD REMOTELY (VIA ZOOM) DUE TO COVID-19 RESTRICTIONS.

Following the death of Mr Mike Briginshaw on 18<sup>th</sup> May, Mr G Stead paid tribute to all he had done for the village. Not only did he serve on the Parish Council for several years, he was also a member of the Nynehead Hall and Club committees. In 2002 he cofounded the Nynehead News and in 2004 he was actively involved with the Vital Village Plan. His service to the village is recognised and appreciated.

<b>Present</b>	Dr J Butterley – Mr R Barry – Mr G Stead – Mr M Vest - Mr G Wren (District Councillor) present for part of the meeting at the beginning. There were no members of the public.
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20/025	Apologies	Mrs A Harcombe - PCSO Henderson – Mr J Frost (Parish Footpaths Liaison Officer)
20/026	Declarations of Interest	There were no Declarations of Interest or Dispensations.
20/027	Approval of Minutes	The Minutes of the meeting held 18 <sup>th</sup> May 2020 were approved and signed as a correct record.
20/028	Actions from the previous meeting	<ol style="list-style-type: none"> <li>1) <b><u>Refined Budget spreadsheet</u></b> – Mr M Vest and the Clerk are designing a spreadsheet that allows expenditure to be reviewed against the budget set for 2020/2021 on a quarterly basis. This will be ready for approval in the July Parish Council meeting.</li> <li>2) <b><u>PCSO Henderson</u></b> – the Clerk received apologies from PCSO Henderson for this and the next two meetings. PCSO Henderson has not been able to attend a council meeting since November 2019. Following communication with her and the Neighbourhood Police Sergeant for Wellington and the surrounding area, it is apparent that all members of the neighbourhood policing team work a four week shift pattern which is designed to ensure that officers are on duty when demand is at its highest. Duties cannot be swapped and hence, whereas this meets the needs of communities on many levels, it precludes attendance of prearranged meetings and other commitments within the community. Contact should be via mobile phone or e-mail (details on the Parish noticeboards) in addition to the monthly beat surgery (dates on notice boards). PCSO Henderson continues to submit monthly police reports and her blog. In the absence of PCSO Henderson at meetings, the Clerk will request the possibility of clarification and/or expansion in her police reports regarding offences concerning Nynehead specifically.</li> <li>3) <b><u>CIL money</u></b> – upon reviewing the Conditional Approval awarded last month to planning application 26/20/0001 Demolition of agricultural buildings and erection of 4 No. detached residential dwellings at Perry Farm, East Nynehead, Mr M Vest and Mr G Stead concluded that no CIL money was likely to be allocated. They also expressed their disappointment that the Council recommendations regarding the use of downlights, seem to have been ignored. This is not the first time that observations to planning applications made by the Parish Council have gone unheeded and, after seeking advice from District Councillor G Wren, the Clerk has been instructed to challenge this in a letter to the Principal Planning Specialist at SWTC.</li> </ol>
20/029	Planning Matters	<u>There were no Planning Matters</u>

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20/030	Parish Council Administration	<p>(i) The report from Mrs Jill Larcombe, the Internal Auditor, for 2020 was received by the members. There were no matters of non-compliance but a recommendation to review the effectiveness of the Internal Audit and to create an Information Publication Scheme for the Nynehead website. Mrs Jill Larcombe had signed the internal audit section of the Audit return.</p> <p>(ii) The Internal Audit Review 2020, prepared by the Clerk, was received and approved. This annual review, in accordance with the Governance and Accountability for Smaller Authorities in England, is designed to provide assurance for the authority that standards are being met and that the work of the internal audit is effective. Both the Clerk and the members agreed that the internal audit conducted by Mrs Jill Larcombe is very comprehensive, thorough and useful and meets the Council's needs in the future.</p> <p>(iii) The Accounts and Financial Statement for the year ending the 31<sup>st</sup> March 2020 were approved and signed by Dr J Butterley.</p> <p>(iv) A 'yes' response was made to all the questions in the Annual Governance Statement for 2019/2020 – Section 1 of the Annual Return 2019/2020 and this was signed by Dr J Butterley.</p> <p>(v) The Risk Management Policy will be reviewed in the July meeting.</p> <p>(vi) Following research of alternative sources of funding for a defibrillator in East Nynehead, the Clerk reported that the West Somerset Community Fund might prove a strong possibility. Applications are closed for now but it is due to reopen in the autumn. The Clerk was advised by Spark Somerset that, like the National Lottery Award Scheme, many funding sources are prioritising Covid-19 related projects. Mr M Vest solicited views from the residents of East Nynehead. He reported that approximately half were prepared to fund the defibrillator privately but this would not cover all the costs and, on balance, the Council did not consider this to be a fair and equal way to proceed. Funding for the defibrillator will be reviewed again in the July meeting together with the possible need for a Volunteer Emergency Telephone System.</p> <p>(vii) The members discussed the One Somerset proposal- the proposed reorganisation of local government across the county. It was agreed that the Clerk should complete and return the brief feedback form but question the timing during the current Covid-19 pandemic. District Councillor G Wren has offered to hold a special meeting on the One Somerset proposal and the Clerk has been instructed to make these arrangements with him to enable members to review the proposals fully before reaching a decision.</p> <p>(viii) The Clerk reported that she was very satisfied with the Moneysoft Payroll software purchased and installed as a replacement to the HMRC Basic Tools. This is a more accessible and user-friendly payroll package which also generates the now mandatory monthly payment slips.</p> <p>(ix) The need for a June edition of the Nynehead Newsletter was discussed. It was felt that the present situation had not changed sufficiently to warrant this yet. There is still no scope for activities or meetings of clubs and societies to resume and, hence, little to report. This will be reviewed again in the July meeting.</p> <p>(x) Mr G Stead reported that the Nynehead Community Fund is reconvening. Details of this and how to apply for a grant will be published in the next edition of the Nynehead Newsletter.</p>
20/031	Police Report	<p>(i) In the absence of PCSO Henderson, the Clerk read out a report she had received. There were 209 calls into 101 and 999 for the Wellington Rural Beat for the month of May 2020, none of which concerned Nynehead, Oake, Bradford on Tone, Langford Budville. Equally, there were no calls regarding ASB across the whole of the rural beat in May that involved Nynehead although there had been damage to a chicken coop and some chairs on the Nynehead Road. During PCSO Henderson's patrols of the area, she encountered eight males playing football in</p>

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		<p>a field/park area and reminded them of the current rules on social distancing (groups of six only) with which they happily complied.</p> <p>(ii) PCSO Henderson reported that, in a joint investigation with Lincolnshire police, three men have been charged in connection with a series of lead thefts from churches. Eleven of the thefts, for which they are being charged, relate to the thefts from churches across Somerset including, in February 2020, St John the Baptist Church, Wellington and St Giles' Church, Bradford on Tone. The men will appear before Lincoln Magistrates' Court on 11<sup>th</sup> June 2020.</p>
20/032	Rights of Way	<p>(i) In the absence of Mr Joe Frost (Parish Paths Liaison Officer), the Clerk read out a report she had received. Mr Frost has resumed strimming and is aiming to keep the circular routes clear. Dog mess remains an issue, particularly on the concrete road from the Memorial Hall down to the sewerage plant and dog owners are, again, reminded to clear up after their pets and use the dog bin provided in the Hall car park. Footpath WG8/12, from the Playing Field over towards Oake, will soon need to be stripped back to 1 metre given the rapid growth of the maize planted in that field. Dr J Butterley has agreed to contact the landowner, Mr S Ling.</p>
	Highways	<p>(i) The Clerk had received no correspondence from Somerset Highways Dept.</p>
20/034	Receipts and Payments	<p>(i) The Council authorised and instructed the issue of cheques for:</p> <p>(a) The Clerk's Salary for May 2020 (£219.12) and Expenses (£101.40) Total £320.52 Cheque No.000829 Prop. by Mr R Barry and Sec. by Dr J Butterley.</p>
20/035	Correspondence	<p><u>For information only (* received by email, ^ received by post).</u></p> <p>(i) <u>For information only (* received by email, ^ received by post).</u> Somerset Waste Partnership Briefing June 2020*<a href="http://www.somersetwaste.gov.uk">www.somersetwaste.gov.uk</a></p> <p>(ii) Somerset Public Health, MIND in Somerset and Marie Curie are offering free bereavement and emotional support during the Covid-19 pandemic. <b>Call 0800 304 7412</b> or visit <a href="http://www.mariecurie.org.uk">www.mariecurie.org.uk</a></p>
20/036	Items requested for next agenda	<p>Items Requested for the next Agenda (13<sup>th</sup> July 2020):</p> <p>(i) Mr G Stead requested a review of the Risk Management Policy</p> <p>(ii) Mr G Stead requested further discussion of funding possibilities for a defibrillator in East Nynehead and the Volunteer Emergency Telephone System.</p> <p>(iii) Mr G Stead requested a review of the need for a Nynehead Newsletter in July.</p>