

NYNEHEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 24th APRIL 2023 AT THE MEMORIAL HALL, NYNEHEAD

The meeting started at 19.30 and concluded at 21.30

Present	Dr J Butterley - Mrs A Harcombe – Mr M Vest – Mrs R Ball Risk – Mr J Toyne --Mr J Frost (Parish Footpaths Liaison Officer) – Mr G Wren (District Councillor) attended the first part of the meeting. There were no members of the public	
23/039	Apologies	There were no apologies.
23/040	Declarations of Interest	There were no Declarations of Interest or Dispensations.
23/041	Approval of Minutes	The Minutes of the meeting held 20 th March 2023 were approved and signed as a correct record.
23/042	Actions from the previous meeting	(i) Flyers to advertise the Community Coronation Litter Pick and Tea Monday 8th May have been distributed to all Nynehead residents. 24 litter grabbers have been purchased by the Parish Council for the Litter Pick, Members will bring hi-vis jackets and ask participants to wear hi-vis if possible. The Community Tea will commence at 3pm, the Clerk will purchase tea, coffee, milk etc for the Bring and Share Tea . Mrs A Harcombe has kindly offered to help to decorate the Memorial Hall for the event and Members of the Parish Council hope that many residents will join the celebration.
23/043	Planning Matters	(i) Planning Application 26/23/0002 Unit 7 Poole Industrial Estate – no decision has yet been made by the Planning authority
23/044	Parish Council Administration	<p>(i) Scribe online accounts and management package was approved by the Members at an annual cost of £228. An enquiry will be made regarding a trial period for this package.</p> <p>(ii) Approval was given by the Members for PAYE on the Clerk’s salary to be paid using the free HMRC basic tools.</p> <p>(iii) Members approved the method for double signatures for online BACS payments using a dedicated book. The approved payments will only be made after a Parish Council meeting.</p> <p>(iv) Dr J Butterley and Mr M Vest were approved by the Members to be signatories for the quarterly bank reconciliations.</p> <p>(v) The Annual Parish Meeting to be held on 15th May 2023 at 7pm will be advertised by notices on all 3 Parish noticeboards plus larger laminated signs for the main road junctions within the Parish and small flyers on the tables at the Coronation Tea. All residents are invited to attend the Annual Parish Meeting where wine and light refreshments will be offered. Councillor Gwil Wren and our Village Agent Elaine Gardner will be asked to present short talks on their roles. Mrs R Ball Risk will talk about the new Nynehead.org website and demonstrate the key areas to navigate.</p> <p>(vi) The Bank Reconciliation 1st January 2022 - 31st March 2022 was noted.</p> <p>(vii) The Financial Report for 2022-2023 was noted.</p> <p>(viii) Members approved an upgrade of the Clerk’s Parish Council Laptop with a replacement drive (digital 2.5” Sata Solid State £69.95 plus £60 labour) provided all the existing data is retained. It may not be possible to save Word/Excel in which circumstance Microsoft 365 may have to be purchased at an additional expense (£60 per annum).</p> <p>(x) Budget v Actual -noted</p> <p>(ix) 24 x Litter Grabbers added to Asset Register</p>

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23/045	Police Report	(i) Nynehead, Oake, Bradford on Tone, Langford Budville. Crime Stats - There were 2 calls into 101 and 999 for Nynehead, Oake, Bradford on Tone, Langford Budville for the month of March. This call involved: 1 Assault, 1 Violence against the person and 1 call to the Police for Antisocial Behaviour in Nynehead, Oake, Bradford on Tone, Langford Budville in March.
23/046	Rights of Way	Mr J Frost (Footpath Liaison Officer) asks dog owners to Please Clean up after your Dog . Mr Frost will give a full report at The Annual Parish Meeting.
23/047	Highways	(i) Report from Kate Brown regarding TRO speed restrictions received 14/04/23 <i>We have only just got all the Statutory undertakers information back e.g. gas, electric, telephone, water info.</i> <i>We can now start preparing the works order, so realistically he probably won't submit the order until the end of April.</i> <i>Our contractor then has 3 months in which to carry out the works.</i> <i>Once I have a rough programme date I will let you know.</i> <i>In the meantime I will update our contractor to look at scheduling in the works.</i> (ii) Flood markers - Mr M Vest has kindly agreed to meet Kate Brown of Highways for a site meeting on 28 th April to discuss practical ways to reduce the likelihood of cars becoming stranded in the floodwaters.
23/048	Receipts and Payments	(i) The Council authorised payments by BACS for: (a) The Clerk's Salary for March (£269.62) and Expenses (£81.98) Total £351.02. Prop Mrs A Harcombe, sec Mr J Toye (b) Dr J Butterley - Joomla £5.10 Prop Mrs A Harcombe, sec Mr J Toye (c) Mrs M King - 3 x Nynhead Natters Mtgs £146.08 Prop Mrs A Harcombe, sec Mr J Toye (d) Wiveliscombe First Responders – £50 Donation for 4 First Aid Courses Prop Mrs A Harcombe, sec Mr J Toye
23/049	Correspondence	<u>For information only (* received by email, ^ received by post).</u> Somerset Wildlife Trust April newsletter: https://mailchi.mp/e5d93dbeed48/february-e-news-386738?e=1fd39b76b2 Age UK Somerset Information Booklet https://online.fliphtml5.com/xsvf/nnbx/#p=1 Nynehead Memorial Hall AGM request for representative from Parish Council
23/050	Items requested for next agenda	Items Requested for the next Agenda (15 th May 2023): (i) Update on diversion of Footpath to Bradford-on-Tone. (ii) To approve further payments by Mr J Toye for Cloudways (website host). (iii) To approve a representative for the Nynehead Memorial Hall (iv) To approve use of Google Analytics for Nynehead.org website.