

NYNEHEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 19 JUNE 2023 AT THE MEMORIAL HALL, NYNEHEAD

The meeting started at 19.30 and concluded at 21.05

THE AIRBAND PRESENTATION WAS POSTPONED BY AIRBAND AT VERY SHORT NOTICE

Present	Dr J Butterley - Mrs A Harcombe – Mr J Toyne -- Mr J Frost (Parish Footpaths Liaison Officer) – Mr D Mansell (District Councillor) attended the first part of the meeting and Mr F Meadows.	
23/066	Apologies	Mr M Vest, Mrs R Ball Risk, Cllr Gwil Wren, PCSO Henderson.
23/067	Declarations of Interest	There were no Declarations of Interest or Dispensations.
23/068	Approval of Minutes	The Minutes of the Annual Parish and Parish Council and the meetings held 15 th May 2023 were approved and signed as a correct record.
23/069	Actions from the previous meeting	<p>(i) From PCSO Henderson regarding dangerous parking in Nynehead <i>If there is a vehicle that people feel is causing an obstruction, they can call 101 and an officer will visit and deal with it as needed. An Officer needs to see it at the time it is causing an obstruction, this cannot be a photograph. If the junction is marked it is easier to give a ticket for parking within 10 metres of a junction. I would usually work with the person parking there by giving a warning ticket, this usually solves the issue long term.</i></p> <p>(ii) Email written by Kate Brown from Somerset Highways following the flood markers site visit. <i>My line manager Gary and I discussed the meeting and as it involved several roads we emailed our colleagues in the Flood Team to see if they could take this on as a project. However, they are experiencing a shortage of staff at present so we are still waiting to hear back from them so I have chased them again. If they are not able to provide any project support then I am still happy to assist with simple signage and will look to get something designed up and sent across to you for your comments.</i></p> <p>(iii) Contact for environment agency – emma.baker@environment-agency.gov.uk</p> <p>(iv) The Clerk contacted BHIB to discuss ‘best deal’ for Parish premium. BHIB were insistent that no discount on the quoted price could be given.</p> <p>(v) Trees on top margins of the Hollow – Members agreed to monitor trees that could have a potential to fall into the hollow (rather than over it) and the landowner has agreed to thin any dead wood.</p> <p>(vi) Hollow landslide/pothole have been rectified</p>
23/070	Planning Matters	(i) No applications or decisions
23/071	Parish Council Administration	<p>(i) The report from the Internal Auditor for 2023 was received by the Members. There were no matters of non-compliance and Mrs Jill Larcombe, Internal Auditor, had signed the internal audit section of the Audit return. 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 comprehensive, thorough and useful and meets the Council’s needs in the future.</p> <p>(ii) The Annual Governance Statement for 2022/2023 A YES response was made to all the questions in Section 1 of the Annual Return 2022/2023 and this was signed by Dr J Butterley.</p> <p>(iii) The Accounting Statement for the year ending the 31st March 2023 – Section 2 of the Annual Return 2022/2023 was approved and signed by Dr J Butterley. N.B Balance brought forward 01/04/2022 was £10679 not £10651 as</p>

NYNEHEAD PARISH COUNCIL

		<p>shown from year ending 31/03/2022. This difference of £28 is due to a £3 error plus an un-presented cheque of £25 not added back in.</p> <p>(iv) The Certificate of Exemption - AGAR 2022/2023 was approved and signed by Dr J Butterley.</p> <p>(v) It was agreed that the exercise of public rights will take place from Friday 23rd June 2023 to Monday 7th August 2023 to comply with the required 30 working days to include the first 10 working days in July 2023. All the necessary paperwork will be published on www.nynehead.org</p> <p>(vi) The Risk Assessment Policy was reviewed and adopted by the Members.</p> <p>(vii) The Clerk asked all Members to ensure that their Declaration of Interest forms are up to date.</p> <p>(viii) The Clerk has started to transfer payment and receipt information to the Scribe accounting and software package.</p> <p>(ix) A new Parish Council Laptop was purchased for £290 +VAT. The Clerk is pleased to confirm that the new laptop is very satisfactory. The Chair requested that a physical backup in addition to the automatic Cloud backup is done on a monthly basis.</p> <p>(x) Memorial Hall notice boards keys. Members agreed that copies of all the keys for the notice boards will be made with an extra key cut and given to the Memorial Hall Chair to enable them to have access to the right hand Memorial Hall notice board.</p> <p>(xi) Members agreed that the Clerk will store the Parish litter grabbers at Rews Farm, East Nynehead.</p> <p>(xii) The Clerk has received confirmation from NatWest by text message that Mr J Toye has been added as a signatory to the Parish Council accounts.</p> <p>(xiii) Budget v Actual noted.</p> <p>(xiv) Members agreed to use Moneysoft Payroll Manager for PAYE</p>
23/072	Police Report	<p>Crime Stats for Nynehead, Oake, Bradford on Tone, Langford Budville: There were 5 calls into 101 and 999 for the month of May. This call involved:1 Public order, 1 Theft,2 Assault and 1 Harassment There were no Reports of Antisocial Behaviour</p>
23/073	Rights of Way	<p>(i) Footpath to Bradford on Tone diversion - From Cllr Gwil Wren <i>As you know, footpaths and changing their arrangements is a very difficult subject and I have only really started to grasp this one recently. It seems that the bridge is unsafe and that the 2 bordering landowners prefer a diversion to its replacement. However this has received an objection which could lead to a public inquiry. Cllr Wren has agreed to arrange a site meeting with Cllr Sidhu to see how this can be resolved. Members agreed to support Cllr Wren with his work on the footpath diversion.</i></p> <p>(ii) Report from the Footpath [Liaison Officer: <i>I HAVE BEEN CLEANING FINGER POSTS, WAYMARKERS ETC.AND ONCE AGAIN I WOULD ASK WALKERS TO TAKE SECATEURS TO HELP KEEP MARKERS, POSTS. ETC. CLEAR. In the fine weather the footpaths are being well used and once again, DOG POO IS BECOMING A BIG problem. PLEASE CLEAR UP AFTER YOUR PETS. BEFORE WE GET A SERIOUS PROBLEM WITH UNWELL POOCHES.</i> <i>A finger post is still missing at East Nynehead, where footpath WG 8/3 joins the metalled road. Mr Robin Derby has spoken to me about a broken kissing gate near the Treatment Works where WG14/4 joins WG8/6. The gate is an old wooden one and is important to stop cattle straying. Robin tells me he is not keen to have it replaced with a metal one. In fact other gates in this area need to be repaired. (Suggest a meeting with Mr Derby and the Footpath Officer to come up with a solution).</i></p>
23/074	Highways	<p>(i) River Tone Level at Greenham The measuring station at Greenham gives a good indication of water levels of the River Tone at Nynehead. Roads into Nynehead can be flooded at times of extremely heavy rainfall. Residents and motorists can check the River Tone level at https://check-for-flooding.service.gov.uk/station/3083?direction=u</p>

NYNEHEAD PARISH COUNCIL

		(ii) Regarding TRO/speed limit – Kate Brown of Somerset Highways is hoping to get the contractor to programme a date for the work
23/075	Receipts and Payments	<p>The Council authorised and instructed the payments for:</p> <p>(i) The Clerk’s Salary (285.50) and Expenses (64.31) Total £349.81 Prop - Mrs Harcombe Sec - Mr J Toye</p> <p>(ii) M.S. King (N’head Natters mtgs 19/5/23,02/6/23,09/6/23) £139.20 Prop - Mrs Harcombe Sec - Mr J Toye</p> <p>(iii) Scribe – accounts and management software £273 Prop - Mrs a Harcombe Sec - Mr J Toye</p> <p>(iv) Asus Laptop for Clerk (£349) Microsoft365,McAfee (60) Total £409 Prop - Mrs Harcombe Sec - Mr J Toye</p> <p>(v) K A Odam (Tablecloths for Coronation Tea) £8.39 Prop - Mr J Toye Sec - Mrs Harcombe</p> <p>(vi) J. Larcombe (Internal Audit fee plus mileage) £60.75 Prop - Mrs Harcombe Sec - Mr J Toye</p> <p>(vii)Nynehead Memorial Hall (N’head Natters mtgs x7, PC mtgs x 3) Total £166 Prop - Mrs Harcombe Sec - Mr J Toye</p>
23/080	Correspondence	<p><u>For information only (* received by email, ^ received by post).</u></p> <p>(i) https://www.somersetwildlife.org/</p> <p>(ii) https://volunteering.somerset.gov.uk/</p>
23/081	Items requested for next agenda	<p>Items Requested for the next Agenda (17th July): none</p> <p>For November 2023 Agenda – review trees on the margins of Nynehead Hollow</p>