

## NYNEHEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 14<sup>TH</sup> NOVEMBER 2022 AT THE MEMORIAL HALL, NYNEHEAD

**The meeting started at 19.32 and concluded at 21.20**

<b>Present</b>	Dr J Butterley – Mr G Stead - Mrs A Harcombe – Mr M Vest – Mrs R Ball Risk - Mr J Frost (Parish Footpaths Liaison Officer) – Mr G Wren (District Councillor) attended the first part of the meeting. There was one member of the public.
----------------	--

22/123	Apologies	PCSO Henderson
22/124	Declarations of Interest	There were no Declarations of Interest or Dispensations.
22/125	Approval of Minutes	The Minutes of the meeting held 17 October 2022 were approved and signed as a correct record.
22/126	Actions from the previous meeting	(i) <b><u>Nynehead Community Fund</u></b> – the Clerk reported back to the trustee of the Nynehead Community Fund the Parish Council’s decision <b>not</b> to hold the residual fund as part of the Council accounts as the PC would have no authority over it. Instead, the Unity Trust Bank was suggested as an alternative as this specialises in accommodating small, non-profit making organisations.
22/127	Planning Matters	There were no <u>Planning Matters</u>
22/128	Parish Council Administration	<p>(i) Members reviewed closely all aspects of expenditure and reserves in the Budget Report 2023-2024 prepared by the Clerk and reaffirmed their intention not to increase the Precept requested last year. The unknown factors remain the amount allocated for employee costs, with the appointment of a new Clerk, and the actual cost for Band D properties. It was agreed that final approval will be made at the PC meeting in January 2023 when the Local Tax Base (Band D equivalent properties) information will have been published by SCC and the Clerk will have been able to complete the calculations. Hopefully, a new Clerk will also have been appointed by then and the cost implications known.</p> <p>(ii) The expenditure for the month of October was reviewed against the budget set for 2022/2023. The balance remains healthy at this stage.</p> <p>(iii) It was not possible to provide an update on the proposed diversion of footpaths in Bradford on Tone as decisions by SCC have still not been made. Councillors will be informed as soon as information becomes available and this will be brought to the PC meeting in January 2023.</p> <p>(iv) Mrs R Ball Risk updated Members on progress with the Nynehead website following their decision, last month, to cease business with Boost It Media. The new web developer is well underway with the new design which is bespoke rather than modular. This allows for new features which include greater capacity for news items and images combined with the use of Cookies to analyse how much the website is being used. Mrs Ball Risk presented the new Homepage and Members agreed that the increased design elements were far tidier and easier to navigate in terms of accessibility and full compliance will be guaranteed. The PC will then arrange with an independent provider to review this annually. Upon completion of the rebuild, the web developer will write a statement of accessibility. Whereas the domain registration for both the archive and the new website will remain with Joomla, both sites will now be hosted by Cloudways at a cost of \$10 per month.</p>

## NYNEHEAD PARISH COUNCIL

		<p>(v) Following her resignation at the end of October, the Clerk was asked to prepare a draft advert for the appointment of her successor and she also sent the councillors a job description and application form which she had adapted from models on the NALC website. Members approved the advert, with a couple of small amendments and agreed that the net should be cast wide to attract as much attention as possible. They elected to place the advert in the next edition of both the Nynehead News and the Milverton/Fitzhead magazine and to post it on the SALC website and Wellington Community Facebook Page as well as on the three Nynehead notice boards. In addition, the Clerk was asked to contact the Clerks of neighbouring parishes to raise awareness of the vacancy. Members opted for an open letter of application with an accompanying CV rather than the use of an application form with a closing date of the 20<sup>th</sup> December 2022. Further information is available from the Chairman, Dr J Butterley <a href="mailto:jan@nyneheadfruit.co.uk">jan@nyneheadfruit.co.uk</a></p>
22/129	Police Report	<p>(i) In the absence of PCSO Henderson, the Clerk read out a report she had received. There were four calls into 101 and 999 for Nynehead, Oake, Bradford on Tone and Langford Budville for the month of November 2022. These involved one case of theft and one burglary (garage broken into) and two incidents of criminal damage.</p> <p>(ii) The Nynehead Neighbourhood Watch Scheme has received information from Somerset County Council about a wide ranging package of support to help Somerset residents deal with the impacts of the Cost of Living crisis this winter. Details of this are on display on the Nynehead website and on the notice board by the Memorial Hall.</p>
22/130	Rights of Way	<p>(i) Mr Joe Frost, Parish Paths Liaison Officer, gave his monthly report. Following the recent rains, the footpaths are in a very muddy state and dog mess is, again, becoming a problem. This is particularly noticeable on the concrete track from the Memorial Hall to the Treatment Works. A dog walker with three or four small, spaniel type dogs has been observed on several occasions on this stretch, allowing their dogs to mess but neglecting to clear anything up afterwards. This is irresponsible behaviour. Not only is dog mess unsightly but it can also be a hazard to small children and can spread disease to other animals. If this persists, the respective dog owners will be reported to the police. Please use the dog bin provided in the car park of the Memorial Hall.</p> <p>(ii) Mr Frost expressed sincere thanks to Mr Ronnie Smith of Blackdown View for providing and laying down chippings on the footpath leading to the big field. The path was becoming very muddy and slippery, in part because it is one of the most used paths in the Parish.</p>
22/131	Highways	<p>(i) Following two emails from the Clerk to SCC Traffic Management, requesting an update of progress with the introduction of speed restrictions in Nynehead, the Clerk received a response from Kate Brown, SWTC Traffic Engineer i/c this project, confirming that the TRO is nearing completion. She will then confirm when it will be advertised.</p>
22/132	Receipts and Payments	<p>1) The Council authorised and instructed the issue of cheques for:</p> <p>(a) The Clerk's Salary for October 2022 (£400.48) and Expenses (£43.95) Total £444.43 Cheque No.000934 Prop. by Mr G Stead and Sec. by Mrs A Harcombe</p>

**NYNEHEAD PARISH COUNCIL**

		<p>(b) The Community Heartbeat Trust £162.00 (Support Service Plan Year 4) Cheque No.000935 Prop. by Mr G Stead and Sec. by Mrs A Harcombe</p> <p>(c) Mrs M.S. King £92.65 (Organisation &amp; provisions for Nynehead Natters on 21/10/22 &amp; 04/11/22) Cheque No.000937 Prop. by Mr G Stead and Sec. by Mrs A Harcombe</p> <p>(d) Nynehead Memorial Hall Hire £60.00 ( 4 x N’Head Natters mtgs – 23/09, 07/10, 21/10 &amp; 04/11 2022) Cheque No.000936 Prop. by Mr G Stead and Sec. by Mrs A Harcombe</p> <p>(e) SALC £25.00 (Training – Introduction to Neighbourhood Planning) Cheque No.000938 Prop. by Mr G Stead and Sec. by Mrs A Harcombe</p> <p>(f) Dr Jan Butterley £13.35 (Joomla Wired Ltd – Additional Disc Space for nynehead.org and purchase of new domain for nynehead.org) Cheque No.000939 Prop. by Mr G Stead and Sec. by Mrs A Harcombe</p>
22/133	Correspondence	<p><u>For information only (* received by email, ^ received by post).</u></p> <p>(i) Somerset Wildlife Trust – November e-news* <a href="mailto:wildlifeneeds@somersetwildlife.org">wildlifeneeds@somersetwildlife.org</a></p> <p>(ii) Somerset Health and Wellbeing Advisory Network – November update* <a href="mailto:updates@somerset.gov.uk">updates@somerset.gov.uk</a></p> <p>(iii) Flood Warden Newsletter Autumn/Winter 22* <a href="mailto:floodwessex@environmentagency.gov.uk">floodwessex@environmentagency.gov.uk</a></p>
22/134	Items requested for next agenda	<p>Items Requested for the next Agenda (16<sup>th</sup> January 2023):</p> <p>(i) Dr J Butterley requested the exact calculated cost for Band D properties following the publication of the Local Tax Base by SCC, scheduled for December, in order to be able to confirm the proposed Precept for 2023-2024</p> <p>(ii) Mrs R Ball Risk requested an update on the proposed diversion of public footpath WG14/1, WG14/2 and WG3/3 in the parishes of Bradford on Tone, Nynehead and West Buckland.</p> <p>(iii) Dr J Butterley requested a further update on progress with the new Nynehead website</p>