

MINUTES OF THE MEETING OF BISHOPS HULL PARISH COUNCIL
Held at Bishops Hull Hub THURSDAY 2nd MAY 2024

Members Present:

Cllr T Taylor – Chairman	Cllr J Hunt – Vice Chairman and Somerset Cllr
Cllr B Fernandes	Cllr N Fernandes
Cllr R Reed	Cllr M Jollands – arrived at 7.10pm
Cllr A Plumbly	Cllr M Trout – arrived at 7.50pm
Cllr J Wilson – arrived at 7.50pm	

Also Present: Helen McGladdery – Clerk and RFO and Somerset Councillor Ellis

Meeting starts 7.15pm

503. To elect a Chair and Vice Chair

Resolved: Following a proposal from Cllr Hunt, seconded by Cllr Reed and a unanimous vote Members elected Mr Tony Taylor as Chair and the relevant paperwork was completed

Action: The Clerk to submit paperwork to Somerset Council

Resolved: Following a proposal from Cllr Hunt, seconded by Cllr Jollands and a unanimous vote Members elected Mr Nick Fernandes as Vice Chair and the relevant paperwork was completed

Action: The Clerk to submit paperwork to Somerset Council

504. To receive apologies for absence and approve reasons given

Cllr Wilson and Cllr Trout advised they would be late due to family commitments

505 Declaration of Interest not already recorded

None

506. To Agree Minutes of the Meeting held on Thursday 4th April 2023.

The minutes of the meeting were agreed as a true and accurate record of the meeting and signed by the Chairman

Action: The Clerk to add the minutes to the website

507. Play Park

To receive an update on the play park insurance claim

A report was received from the Trust Chairman advising of works completed and that the insurance claim had been settled, the Clerk sought clarification from the Trust Treasurer, who confirmed that the claim handler had confirmed that the claim had been resolved but the Insurance Company were still to confirm this.

Members to decide conditions and timeframe for transfer of play park to Parish Council ownership

Resolved: : Following a proposal from Cllr Plumbly, seconded by Cllr N Fernandes and a unanimous vote Members agreed that before the transfer of the play park to the PC they needed written confirmation that the claim has been settled, all repairs completed and a repeat ROSPA inspection and

confirmation from Somerset Council that the freehold will transfer to the Parish Council.

Action: The Clerk to advise the Trust Chairman and Treasurer of the decision, it was also requested that The Clerk request that the Trust install signage for their pavilions and play park with contact details for residents.

508. Planning and Licencing

To receive the Planning Panel report on planning applications received: 05/24/0011 - Demolition of outbuilding and erection of a two storey extension to the rear of 19 Smithy, Bishops Hull

Resolved: No Comment

To confirm the agreed response for:

MA/57339 - Application for Club Premises Certificate - Bishops Hull Cricket Club

Resolved: Following a proposal from Cllr Taylor, seconded by Cllr N Fernandes and a unanimous vote the following response was agreed:

The Parish Council supports in principle the club obtaining a licence, however, as the club is surrounded by residential housing, and next to a children's play area, residents have raised the following concerns which Councillors support:

- As the application is open ended, Councillors are concerned the bar could be used anytime any day, however if it was restricted to confirmed match dates and training sessions this would minimise disruption to residents in the area.

- Councillors would like to also query the requirements for bathroom facilities for a club licence, as the pavilion only has limited toilet facilities.

Councillors would like to ask the question; would a temporary events licence be a better way forward for the club?

Action: The Clerk submitted the response at the meeting as the deadline was midnight on 2nd May

Kinglake - To receive the latest update from Dan Mawer (Persimmon) on the progress of the site being ready for adoption and details of the commuted sum

An update from DM had been received he has confirmed that he has spoken to Persimmons Commercial Director and they have agreed that they would only pass on the Commuted Sum of £352,000.00 not the indexation (as stated in the S106 agreement) indexation to date would make the total ££595,062. The Clerk has also been in contact with Somerset Council on this matter who advised they may need to get the planning solicitors involved to resolve this matter.

Resolved: Members agreed to stick to the S106 agreement and push Persimmon for the full amount, with the assistance of Somerset Council.

Action: The Clerk to contact Dan Mawer – Persimmon and Rebecca Staddon – Somerset Council

509. To agree advisory group members and Parish Council representatives for local organisations

Members agreed the following:

Footpaths: Gordon Everett as PPLO, Tony Taylor, Bev Fernandes, and Ant Plumbly

Community News proof readers: Nick Fernandes, Matt Jollands and Jacqui Wilson as reserve (Helen McGladdery – Editor)

Internal Controls: Ant Plumbly

Allotments: Mandi Trout (onsite) Helen McGladdery – admin

Defibrillator: Tony Taylor (bi-monthly checks)

Representatives:

BH VH&PF Trust: John Hunt

BH HUB: Tony Taylor

Netherclay Woodland: Mandi Trout

Youth Club Liaison: Rachel Reed

Action: The Clerk to advise the relevant organisations of any new representatives

510. Bishops Mead:

To receive latest update on progress of land transfer of Bishops Mead from Somerset Council

The Clerk advised Members that the former Somerset Council link Officer had sadly passed away, the Clerk passed on condolences to his colleagues and await further contact from Somerset Council on the land transfer

To receive update on obtaining quotes for the maintenance of this area
Deferred pending further information

511. Financial Matters

Detail of Receipts and Payments since previous meeting

Receipts:

Allotments	£45.00
Community News	£52.00
SC CIL Payment -05/21/0008	£4,121.81
Precept from Somerset Council	£71,000.00

Payments:

BH HUB Hire - April	£28.00
SLCC Membership	£188.00
Carly Press May CN	£190.00
HMRC Tax and NI April	£154.77
SC Pensions April	£377.76
H McGladdery Expenses	£46.98
Mobile phone	£6.75

The Clerks April salary was paid in this period

Approved at the meeting:

Jill Larcombe – Internal audit	£50.00
Weavo additional raised beds	£881.28
Smilers soil	£584.00

Previous budget of £500 set for the soil, but Members agreed the additional amount, and the cost of the beds and soil still comes within the £2,500 grant received for this project

To receive budget to spend monthly report

Attached to the minutes

512. Annual Audit - To approve the Annual Governance Statement for 2023/24

Resolved: Following a proposal from Cllr Plumbly, seconded by Cllr B Fernandes and a unanimous vote from Members, the annual governance statement was approved and signed by the Chair.

Action: The Clerk to submit to the external auditor and add to the website

**513. Annual Audit – To approve:
2023/24 Accounts**

Resolved: Following a proposal from Cllr N Fernandes, seconded by Cllr Wilson and a unanimous vote Member approved the annual accounts

Action: The Clerk to add to the website

The internal audit report

The internal audit report was distributed to Members. The Clerk advised of there were no matters of non-compliance identified

The Accounting Statement for 2023/24

Resolved: Following a proposal from Cllr Reed, seconded by Cllr Hunt and a unanimous vote Members approved the accounting statement and it was signed by the Chair.

Action: The Clerk to submit to the external auditor and add to the website

514. To approve the reviewed Parish Council policies

The Clerk reviewed all the Parish Council policies and made members aware of any amendments.

Resolved: Following a proposal from Cllr B Fernandes, seconded by Cllr Plumbly and a unanimous vote Members approved the policies

Action: The Clerk to update the policies on the website

515. Update on provider options for dedicated .GOV Parish Council website and email addresses for Members

Deferred pending further information

516. Clerks Report which will include all matters arising from previous minutes and items of interest

The Clerk's report was distributed to Members advising of actions since the previous meeting. She also advised that the framed portrait of the King (which all Councils could receive for free) was donated to the Frank Bond Centre.

517. To discuss ways to encourage volunteering for parish organisations and to fill Parish Council vacancies

Cllr Reed suggested a Volunteer Café, where all organisations could have a representative present to show residents all the volunteering opportunities.

Action: The Clerk to contact the HUB Café to see when they had a month without a theme to implement this and report back to the next meeting

518. To discuss residents request to cement painted stones onto the base of the Stonegallows stone and agree a budget

The Clerk advised that the stone was installed by the Parish Council, therefore they were in a position to grant permission for the stones to be cemented. Members agreed this was a good idea

Action: The Clerk to contact the resident who raised the query and ask for a plan of action and costs to come back to the next meeting

Meeting closed to public for confidential personnel matters:

519. Clerks Job Evaluation

To agree proposed Job evaluation grading proposal from working party

To agree the proposed updated contract of employment

Decisions recorded in confidential minutes

520. Suggested items from Councillors for inclusion in next meeting

- Local Trusts updates
- Allotments
- Volunteer café
- Stonegallows stone
- .GOV website
- Bishops Mead

Date of next meeting: Parish Council meeting Thursday 6th June 2024 at 7.00pm – The Bishops Hull Hub

Meeting closed: 9.00pm

Cllr Tony Taylor – Chairman

Attachment:

- 1. Budget to spend report**

Budget to spend report – May 2024

RECEIPTS	Actual		Budget	Variance
Precept	£ -		£ 71,000.00	-£ 71,000.00
Grants	£ -		£ -	£ -
Interest	£ -		£ 1,000.00	-£ 1,000.00
Refund	£ -		£ -	
Community News	£ 52.00		£ 2,850.00	-£ 2,798.00
Allotments	£ 45.00		£ 800.00	-£ 755.00
Loan	£ -		£ 1,835.38	-£ 1,835.38
CIL Payments	£ 4,121.81		£ -	£ 4,121.81
Vat refund	£ -		£ -	£ -
Sensory Trail fundraising	£ -			£ -
Total Receipts	£ 4,218.81		£ 77,485.38	-£ 73,266.57
PAYMENTS				
VAT	£ -		£ -	£ -
Clerks salary	£ 1,366.99		£ 24,663.29	-£ 23,296.30
Pension Contributions	£ 377.76		£ 6,331.73	-£ 5,953.97
Clerks allowance	£ -		£ 350.00	-£ 350.00
Establishment costs	£ 81.73		£ 1,000.00	-£ 918.27
Local amenities	£ -		£ 5,000.00	-£ 5,000.00
Supporting local groups	£ -		£ 2,500.00	-£ 2,500.00
Allotments	£ -		£ 800.00	-£ 800.00
Community news	£ 190.00		£ 2,850.00	-£ 2,660.00
Audit (Establishment cost)	£ -		£ 750.00	-£ 750.00
Insurance (Establishment cost)	£ -		£ 1,500.00	-£ 1,500.00
CIL funds	£ -		£ -	£ -
Local services	£ -		£ 27,000.00	-£ 27,000.00
137	£ -		£ -	£ -
Membership	£ 188.00		£ 1,300.00	-£ 1,112.00
Loan	£ -		£ 1,835.38	-£ 1,835.38
Training	£ -		£ 1,000.00	-£ 1,000.00
Footpath maintenance	£ -		£ -	£ -
Sensory trail	£ -			
Total Payments	£ 2,204.48		£ 76,880.40	-£ 74,675.92
Surplus / Defecit	£ 2,014.33		£ 604.98	£ 1,409.35