



Draft Minutes of the Stoke Trister with Bayford Parish Council Meeting
The Mission Rooms, Bayford Hill, Bayford, Wincanton
Thursday 9th of March 2023 at 7.30pm

Present:

Cllrs N Linsley, J Garret, R Webb-Bowen, L Rose-Walker

In attendance:

Clerk: K Fullerton

i. Public Forum:

No public present

ii. To receive reports from Somerset Council Councillors

Councillor reports were emailed prior to the meeting.

7:30pm Meeting opened.

1/22/1 To receive any apologies for absence

Apologies received from Cllrs Robinson and Grant.

RESOLVED: Apologies accepted.

1/22/2 To receive declarations of interest

None.

1/22/3 To agree the Minutes of the parish council meeting held on the 12th of January 2023

RESOLVED: To approve the Minutes as a true and accurate record of the meeting.

1/22/4a Planning Matters – To consider new planning applications – 23/00046/COU

RESOLVED: To adopt the proposal by the planning meeting held on the 3rd of March 2023.

ACTION: Clerk

1/22/4b Planning Matters – To note any other planning matters received since the agenda was prepared

RESOLVED: To remove this item from the agenda going forward.

ACTION: Clerk

1/22/4c Planning Matters – To note any planning decisions by South Somerset District Council (SSDC)

None.

1/22/5a Highways – To receive a report from Cllr Grant

Cllr Grant indicated he no longer wished to have responsibility for this report/item.

Members agreed to ask Cllr Robinson if she would like to take responsibility for this report going forward.

ACTION: Clerk

1/22/5b Highways – To receive an update on the installation of the Speed Indicator Devices (SIDs)

The Ranger has been booked to install the SIDs next week. The Clerk has purchased some jubilee clips as required for the installation. Members agreed to see how the solar panelled power works and how long it lasts before purchasing a battery charger.

1/22/5c Highways – To note any road safety issues

None.

1/22/5d Highways – To note road closure notices:

- i. ttro736591SS noted.
- ii. ttro273637SS noted.
- iii. ttro381715SS noted.
- iv. ttro879626SS noted.

1/22/5e Highways – To discuss Beech Lane

No update. Members agreed this item should be removed from future agendas.

ACTION: Clerk

1/22/6 Footpaths – To receive a report from Cllr Garret

It was noted a new gate has been installed at Cllr Garret's request and a stile has been reported and is due to be replaced. The report notes a requirement for additional dog foul bins.

1/22/7a Financial Matters – To consider a grant request from CATBus to support general service costs of running the service

RESOLVED: To deny this request as Members felt it wouldn't benefit the parish.

1/22/7b Financial Matters – To consider a grant request from St John's Ambulance to finance a community support vehicle

RESOLVED: To deny this request as the parish council has already made a grant to St. John's Ambulance this year.

1/22/7c Financial Matters – To consider a grant request from Bayford Movies

RESOLVED: To deny this request as it is known that the cost to those attending the movie nights has recently been reduced.

1/22/7d Financial Matters – To seek a resolution to ratify the instruction of internal auditor Paul Russell, at a cost of £150 (plus VAT)

RESOLVED: To instruct the internal auditor for £150 to audit the accounts for 2022/23.

1/22/7e Financial Matters – To seek a resolution to ratify the instruction of a Ranger to install the SIDs at a cost of £80.03 (plus VAT)

RESOLVED: To instruct the Ranger to install the SIDs at a cost of £80.03.

1/22/7f Financial Matters – To seek a resolution to ratify the purchase of 12 large jubilee clips and a battery charger for the SIDs

RESOLVED: To ratify the purchase of the jubilee clips. Members decided to observe how the solar panelled batteries worked before deciding whether to purchase a battery charger.

1/22/7g Financial Matters – To note the precept request form was submitted before the deadline of the 20th of January 2023

Noted.

1/22/7h Financial Matters – To alter the Lloyds bank mandate to remove the former Clerk and add additional signatories

RESOLVED: To alter the mandate by adding the Locum Clerk and Members not currently on the mandate.

ACTION: Cllr Linsley

1/22/7i Financial Matters – To receive a statement of account for all parish council bank accounts

Statements were prepared by Cllr Linsley and circulated to Members ahead of the meeting.

1/22/7j Financial Matters – To seek a resolution to make the following payments:

- i. P Gillman - Final out-going Clerk salary January 2023 - £95.04 PD BACS
- ii. K Fullerton – Locum Clerk salary January 2023 - £319.20 PD BACS
- iii. HMRC – PAYE October 22 & January 23 - £PD BACS
- iv. K Fullerton – Locum Clerk salary February 23 - £319.20 PD BACS
- v. HMRC – PAYE February 23 - £PD BACS
- vi. K Fullerton – Locum Clerk Jan – March 23, mileage and expenses - £194.64 DUE BACS
- vii. K Fullerton – Locum Clerk expenses (jubilee clips for SIDs) - £19.77 DUE BACS
- viii. N Linsley – Reimbursement of MS365 Jan & Feb 23 - £22.56 DUE BACS

RESOLVED: To approve the above payments.

ACTION: Cllrs Linsley, Garret

1/22/8 Riding Gate and East View

No update. Members asked the Clerk to remove Riding Gate from this item on future agendas.

ACTION: Clerk

1/22/9 Leigh Common – Grass keep tender

Tenders have been received from five applicants so far. Members asked the Clerk to respond to each applicant asking for their best and final offers. Members will agree the successful applicant by email and ratify the decision at the May parish council meeting.

ACTION: Clerk, All Cllrs

1/22/10 Defibrillator – report from Cllr Garret

Nothing to report currently.

1/22/11 Parish Survey

Cllr Garret explained that the document is a 'working document' and will require additional information on what action is viable and isn't viable to address the document findings. This information would be reviewed periodically and updated as appropriate.

1/22/12 Parish maintenance (to compile a list of work required)

Members agreed the annual parish council meeting would provide the perfect opportunity to discuss with the community what maintenance work is required. Item deferred until the July meeting (after the annual meeting of the parish).

ACTION: Cllr Linsley

1/22/13 Local Council Networks (LCNs) – assigned to Wincanton Network

Noted that Stoke Trister with Bayford is part of the Wincanton Group from the 1st of April 2023.

1/22/14 To discuss any issues with the website

Cllr Linsley informed Members the website has been updated with Minutes and Agendas up until February 2023. There was an agreement for assistance to be provided for 2023/24 at an annual cost of £75.00. It was noted there was a significant amount of information still required on the website to meet the transparency requirements (standing orders, financial regulations, bank reconciliations, expenditure over £100 etc.).

ACTION: Cllr Linsley, Clerk

1/22/15 To consider plans for King Charles III Coronation (6th -8th May)

It was noted a community group is organising an appropriate parish celebration of this event.

1/22/16 To discuss priorities for the village tidy-up

This item was deferred to the July parish council meeting. Cllr Linsley thought it might be worth considering instructing a parish Ranger to carry out some work in the parish.

ACTION: Clerk

1/22/17 Clerk vacancy

The parish council has received several interested emails but has received no follow up after details of the position has been sent. Cllr Linsley would like to speak to the Somerset Association of Local Councils (SALC) for advice on how to progress filling the vacancy.

ACTION: Cllr Linsley

1/22/18 Rubbish bin

Item to be removed from future agendas.

ACTION: Clerk

1/22/19 Flowers

Item to be removed from future agendas.

ACTION: Clerk

1/22/20 To receive correspondence

- a) SCC – Consultation notifications – Somerset Statement of Community Involvement 1st February to 16th March 2023 – Noted.
- b) From Town Council – vote of no confidence in MP David Warburton – Members declined to get involved as they felt it was potentially a political issue.

1/22/21 To note items for the next agenda

- Litter/McDonalds.
- Consider interim internal audit report.
- Annual parish council items; standing orders, financial regs, code of conduct, declarations of interest.

ACTION: Clerk

1/22/22 To note the date of the next meeting

11th May 2023 at 7pm – Annual Parish Council Meeting.