

BRADFORD ON TONE PARISH COUNCIL

**Minutes of the meeting of Bradford on Tone Parish Council on Tuesday 14th June 2022,
commencing at 7.30pm, in the Chant Room, Bradford on Tone Village Hall**

Present:

Chair: Cllr D Venn (Chair),

Councillors: C Ellis, L Sidhu and D Smith,

In Attendance

Miss J Norris (Acting Clerk)

10 members of the public attended the meeting.

24 Apologies for Absence

There were no apologies for absence.

25 Declarations of Interest

The following Declaration of Interest was made:

- Councillor Venn declared a personal interest in Agenda No 15, Bridge, as the business he is connected with has the right to go over the bridge with farm vehicles.

26 Minutes

RESOLVED that the draft minutes of the Annual Parish Council meeting held on 16 May 2022 be confirmed as a correct record.

27 Councillor Co-Options

There were no applicants for the Councillor vacancies.

28 Acting Clerk

RESOLVED to appoint Joy Norris as the Acting Clerk and Responsible Financial Officer.

29 Financial Matters

RESOLVED

- (i) That The Acting Clerk is given delegated authority following consultation with the Council's Chair and Vice-Chair to deal with the pensions auto enrolment and national Insurance annual return and make any appropriate payments.
- (ii) That the payments detailed in the table below are approved for payment

Chair's Initials

Payee	Items	Invoice Date	Invoice No	Net	VAT	Total
Somerset Association of Local Councils	Councillor Essentials P2 remote training, (3 places)	20.05.22	INV-0794	£55.00		£55.00
Somerset Association of Local Councils	Councillor Essentials P12 remote training, (2 places)	20.05.22	INV-0770	£50.00		£50.00
Local Council Services, Mr Simon Pritchard	Internal Audit	16.05.22		£314.70		£314.70
Magic Webs Limited	Domain Name for 2 Years	07.06.22	5296	£22.00		£22.00

- (iii) That the invoice £1,296.00 gross from The English Garden Company is approved subject to confirmation that the work to the coronation bench and pump area has been done to the agreed specification.
- (iv) that a letter, signed by 2 authorised bank signatories, is sent to Natwest bank requesting that Joy Norris be given “delegate access” to the bank account (e.g. permission to talk about the account, view etc but not sign cheques and pay money,) and that bank statements be sent to her address.

**30 Internal Audit
RESOLVED**

- (i) to accept the report from the internal auditor and the recommendation contained therein
- (ii) that interim audit should be commissioned to take place in the autumn to check the Council is progressing.

31 Annual Governance Statement 21/22

RESOLVED that the assertions on the annual governance statement, with the exception of the one relating to petty cash, should be answered “no” and that the Clerk compiles an explanation / action sheet as the accompanying submissions

32 Annual Accounting Statement 2021/2022

RESOLVED that the Clerk should check the information which has previously been compiled and prepare the statement for consideration and submission to external audit.

Chair’s Initials

33 Arrangements for the Exercise of Public Rights and publication of the Unaudited Annual Governance and Accountability Return

The Clerk provided an explanation of the procedure for publishing the notice of public rights including the need for documents to be available during the first 10 working days in July .
RESOLVED to note the report and for the Clerk to draft a timetable for approval.

34 Planning Applications

There were no planning applications for consideration.

35 Play Area

Discussion included the following matters:

- Insurance
- Equipment Inspections
- Access
- signage

36 Footpaths

Discussion included the following matters:

- all the landowners involved in the proposed diversion have signed their consent
- The next step is a consultation process

37 Highways Matters

Discussion included the following matters:

- The work recently done to the pavement into the b=village form the Heatherton Grange junction
- There is still not a continuous footpath from the middle of the village to the bus stop or the play area.

Note: The Clerk declared a personal interest in the discussion about footpaths as she lives in a property adjacent to where it is wished to have a footpath

RESOLVED that a letter is sent to Somerset County Council thanking them for the work to improve the existing footpath.

38 Bridge

Discussion included the following matters:

- No action has been taken to re-instate the posts
- It has previously been suggested that the ideal post height is 1.3meters
- The Parish Council's proposals for traffic management at the bridge should be sent to the relevant Portfolio holder and officer
- The small highways improvements scheme may be re-opening
- Is it possible to find out the details of any exemptions granted to the restrictions on the bridge?

39 Public Participation

Speaker 1 raised the following matters:

- When the footpath diversion route has been confirmed there needs to be new waymarkers in place

Chair's Initials

- The plan with the diversion order notice needs to have a key
- Some of the access points to the play area are from private land

Speaker 2 raised the following matters:

- What is the planning approval process – it seems that decision are issued as soon as the consultation period has closed with no time tallowed to consider the comments received
- In the recent planning application / decision regarding Daylands no consideration was given to the need for a public footpath adjacent to the road

Speaker 3 raised the following matters:

- If it is not possible to provide a footpath by Daylands and also berry's corner would it be possible to have a white lined area as has been done in Bishops Hull?

The meeting closed at 21:00hrs

Chair's Signature & Date