

BRADFORD ON TONE PARISH COUNCIL

Acting Clerk: Joy Norris
Email: bradfordontonepc@gmail.com

**Minutes of the meeting of Bradford on Tone Parish Council on Tuesday 11th October 2022,
commencing at 7.30pm, in the Chant Room, Bradford on Tone Village Hall**

Present:

Chair: Cllr D Venn (Chair),

Councillors: C Ellis, L Sidu and D Smith

In Attendance

Somerset Councillor G Wren

Miss J Norris (Acting Clerk)

6.members of the public attended the meeting

63 Apologies for Absence

There were no apologies for absence

64 Declarations of Interests

The following Declarations of Interest was made at this stage of the meeting:

- Cllr Venn declared a personal interest in the decision for planning application 07/22/0010/NMA, Mill House Equestrian Centre as the applicant is his cousin.

65 Minutes

RESOLVED that the draft minutes of the Parish Council meeting held on 9th August be confirmed as a correct record.

66 Co-Option

RESOLVED that there being 3 vacancies and 1 candidate, namely Georgina Robarts, in accordance with legislation the Council formally declares the casual vacancy filled by the said Georgina Robarts.

Ms Robarts then completed and signed her Declaration of Acceptance of Office form.

67 Financial Matters –

RESOLVED

(i) to pay the invoices detailed in the table below:

(ii) to note the proposed increase in Charges for hire of the village hall.

Chair's Initials

Payee	Items	Invoice Date	Invoice No	Net	VAT	Total
Somerset Association of Local Councils	April 2022 – March 2023 affiliation fee	19.08.2022	INV-1441	145.52	41.57	187.09
Bradford On Tone Village Hall	Hire of Chant room 12.07.2022	02.08.2022	21/2223	8.00	-	8.00
Bradford On Tone Village Hall	Hire of Chant room 09.08.2022	06.09.2022	27/2223	8.00	-	8.00

68 Planning Applications

Application 07/22/0013 Installation of an energy reserve facility with ancillary infrastructure on land at Hele Manor Farm, Hele Road, Bradford on Tone
RESOLVED to defer making any recommendation pending a site visit.

Application 07/22/0014 Replacement of 1 No. garage door with a partially glazed pair of french doors with glazed side lights and replacement of office window with bi-fold doors at Broad Oak House, Lower Stolford Lane, Bradford on Tone
RESOLVED no objections

Planning Decisions Noted

- **Application number : 07/22/0006/T** Notification to carry out management works to one Horse Chestnut tree within Bradford on Tone Conservation Area at Ostlers House, Bradford on Tone

69 Play Area

CLlr Smith has written a short article about the play area for the village magazine. T Everett and J Abrahams have been maintaining the pathways etc,

RESOLVED

- (i) That the Clerk seeks advice from SALC regarding offering any form of recompense for grounds maintenance works outside of a formal contractual situation
- (ii) That the Clerk locates any documents held about the use of the play area land in order to seek advice on liabilities
- (iii) That the quotation request document for play equipment safety checks is agreed in principle but that any reference to “works” is removed.

70 Dog Bins

RESOLVED that the Clerk contact Somerset West and Taunton Deane Council to find out the costs of 2 bins

71 Footpaths

The following matters were reported:

- Footpath WG3/11 the bridge is closed.
- Footpath WG8/13 is overgrown
- Footpath at Lower Stoford requires better signage

Chair’s Initials

- Footpath WG14/1 the deadline for comments on the proposed diversion was mid September , there have been some positive comments and some objections but no decision as to next steps.

72 Risk Register

Consideration was given to the draft Risk Register

RESOLVED to approve the risk register attached to these minutes as Appendix 1

73 Website

The Clerk explained why it had been necessary to move website hosting to a new supplier at short notice and there was discussion on improving the website and the information provided.

RESOLVED

- (i) that the Acting Clerk’s actions to move to a new website supplier for the short term are ratified.
- (ii) That the Council moves to a .gov domain name for the website
- (iii) That the Council provides .gov email addresses for the use of Parish Councillors and the Clerk for Parish Council business and that the Clerk does this by the most economical means
- (iv) That the Council moves to the demo site provided at a cost of £445 and looks to develop the site over the next 18 months

74 Internal Audit

The appointment of an Internal Auditor was considered.

RESOLVED

- (i) that the quotation of 100.00 for an interim audit and £25.00 for the end of year audit for 2022/2023 is accepted.
- (ii) that following the 2022/2023 audit, if there is mutual consent of the internal auditor and the parish council the same person be appointed as the internal auditor for the 2023/24 and 2024/25 financial years.

75 External Audit

The email regarding arrangements for the appointment of the external auditor was considered.

RESOLVED to remain opted-in to the central procurement regime managed by the SAAA.

76 External Auditor Report

The External Auditor had advised that despite receiving the required documents / information Council in the time allocated they had been unable to complete their report by 30 September.

77 2023/24 Budget

No suggestions were made at the meeting but it was agreed to hold a Councillor workshop on 8 November at 18:45 so that Councillors could make suggestions to the Clerk to enable a budget to be prepared for formal discussion at the relevant Council meeting.

Chair’s Initials

78 **21:30hrs it was RESOLVED** to extend the duration of the meeting for 10 minutes

79 **Local Government Reorganisation**

Councillor Wrenn gave an update on the proposed Local Community Networks and the thoughts and suggestions being put forward by various parishes. A to the areas they should cover and their responsibilities.

Cllr Wrenn gave an update on the current financial position of the County Council – there being a current budget deficit of £22 million and that this was a common thread for councils nationwide.

80 **Police Report**

The police report was noted.

81 **Public Participation**

This agenda item enables members of the public present at the meeting to raise matters which are relevant to Bradford on Tone and / or the work of the Council.

No matters were raised:

The meeting closed at 21:40 hrs

Chair's Signature & Date