

# **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 8<sup>th</sup> November 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, G Robarts and D Smith

**In Attendance**

Somerset Councillor G Wren

Miss J Norris (Acting Clerk)

7.members of the public attended the meeting

**82 Apologies for Absence**

There were no apologies for absence

**83 Declarations of Interests**

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

- Cllr Venn declared a personal interest in the Agenda No 8, Dog Bins as he owns a piece of land near Bradford Bridge which may be considered as a location for a dog bin.

**84 Minutes**

**RESOLVED** that, subject to the Minutes be checked that the date of the meeting is correct throughout, the draft minutes of the Parish Council meeting held on 11<sup>th</sup> October 2022 be confirmed as a correct record.

**85 Reports from County and District Councillors**

Cllr Wren gave a report from Somerset Council which included:

- The deficit on the County Council budget is currently estimated at £24M; this is mainly expenditure on adult social care and children's services.
- The Medium Term Financial Plan is due to be published in the next 24 hours
- Local Community Networks will be the bridge between the Unitary Authority and local councils
- There appears to be no opportunities to make to changes to the highway / road layout at Bradford Bridge
- There is a very limited highways budget and safety issues will be the priority
- There are some winter grant initiatives including Somerset Community Foundation redistributing winter fuel allowances and a grant scheme for small businesses.

- Gully emptying is scheduled for once a year in the parish.
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## 86 Financial Matters –

### RESOLVED

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

(ii) to note that as at 28 October 2022 the current account balance was £16, 902.17;  
as at 30 September 2022 the Business Reserve Account balance was £8,159.42

| Payee                        | Items                          | Invoice Date    | Invoice No | Net     | VAT    | Total   |
|------------------------------|--------------------------------|-----------------|------------|---------|--------|---------|
| PKF Littlejohn               | External Audit                 | 1 November 2022 | SB20223725 | £200.00 | £40.00 | £240.00 |
| Slashdotdash                 | October website                | 15.10.2022      | INV-0053   | £10.00  | -      | £10.00  |
| Slashdotdash                 | Website set -up                | 15.10.2022      | INv-0052   | £445.00 | -      | £445.00 |
| Hobbs electrical contractors | Light within defib / phone box | 23.05.2022      | 368710     | 43.74   | 8.75   | 52.49   |

Cllr Ellis requested any 2021 Census information be made available for future discussions on compiling the 2023/2024 draft budget

## 87 Planning Applications

Application number: 07/22/0015, Erection of a single storey extension to the side of Greenlands, Hele Road, Bradford on Tone

**RESOLVED** That the Parish Council has no objection to the application.

### Planning Decisions Noted

- Application number: 07/22/0005, Erection of a front dormer extension, widening of driveway access and erection of a detached double garage to the front of Kavalla, Silver Street, West Buckland; decision of conditional approval

## 88 Play Area

Issues discussed included:

- Insurance cover
- Signage

## 89 Dog Bins

Potential locations for an additional dog bin were discussed, and the members of the public present at the meeting were asked for their view; there is no obligation for dog bins to be provided but preferred locations would be

- In the hedge near the water pump
- Near the driveway entrance to Heatherton Farm

**RESOLVED** to include an amount for a new dog bin for consideration in the 23/24 draft budget.

**90 Footpaths**

The Highways Authority have said they are still Considering the responses to the consultation on Footpath WG14/1

**91. External Audit Report**

The External Auditor's report on the 2021/2022 accounts was considered.

**RESOLVED** to publicise the content of the External Auditor's letter especially the paragraph which reads "on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

**92 Interim Internal Audit**

The Internal Auditor has given the Parish Clerk a list of documents to be supplied for the interim audit.

**93 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.

Matters raised included:

- Play area signage – should there be a sign pointing out the overhead cables
- At Heatherton Grange end of the road, the road closed sign from recent work is lying in the road and needs to be moved

**94 Exclusion of the Press and Public**

**RESOLVED** to exclude the press and public during consideration of:

- Agenda No 14 – Appointment of Parish Clerk and contract of employment on the grounds that publicity would be prejudicial to the public interest by reason of its confidential nature (personal information and items subject to negotiation)

*Note: Joy Norris left the meeting*

**95 Appointment of Parish Clerk and contract of employment**

**RESOLVED**

- To appoint Joy Norris as the Parish Clerk and Responsible Financial Officer with effect from 1 January 2023
- That a contract of employment based on the NALC model contract be issued to Joy Norris
- That the salary scale for the role be the LC1 range SCP 13-17 and Joy Norris be appointed at SCP 15 £13.45 per hour
- That the contract is for 6 hours per week.

The meeting closed at 21:10 hrs

Agreed