

The Charltons Parish Council

Clerk: Mrs Rebecca Carter, Portman House, North Barrow, Somerset, BA22 7LZ

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“Draft” Minutes of Parish Council Meeting
held on Tuesday 21st June 2022 at 7.30pm in The Reading Room, Charlton Mackrell

Councillors Present:

Tamzin Elliott (Chairman)

Alan Crawley

Mike Parsons

Bob Adams (Vice-Chairman)

Dennis Elliott

In Attendance: C.Cllr Dean Ruddle, the Clerk and two members of the public.

Public Session

A member of the public present wished to discuss the options available for the school ‘bus stop’ in Charlton Adam, following the pending closure of the Village Stores on 2nd July 2022.

Action: Agenda item for next meeting.

Reports from County and District Councillors.

C.Cllr Ruddle reported that Bill Revans was recently confirmed as Leader of Somerset County Council (SCC), which will become the new single unitary council on 1st April 2023. SCC were advertising the role of Chief Executive Officer, following the resignation of CEO Pat Flaherty.

South Somerset District Council’s (SSDC) planning department will put forward to the full council meeting, in either July or August, that they have completed due diligence on the Natural England requirements regarding phosphates and EnTrade planning for the 80-year cover. A large hold up is Natural England coming out with statements that they cannot back up. There are now 70 UK councils affected by this issue. After the council meeting, EnTrade must complete their work and with the first round of bidding expected to be in October/November 2022. The price of a credit will start from £1500 to £5000 as a rough estimate. Cllr Ruddle hoped the full planning process would be reinstated by the end of the year/January 2023.

22/55. Apologies for Absence and to consider the reasons given

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

RESOLVED: Apologies were received and accepted from Cllrs Blackledge and Crang. D.Cllr C Hull also tendered his apologies.

22/56. Declarations of Interest

Members to declare any interests they may have in agenda items that accord with the requirements of the Local Authority (NALC Model Code of Conduct) adopted May 2022.

(NB this does not preclude any later declarations).

RESOLVED: None received.

22/57. Minutes.

To approve the Minutes of the Annual PC and Ordinary PC Meetings held on Monday 9th May 2022.

RESOLVED: The minutes were confirmed as a true record and signed by the Chairman.

22/58. Planning.

a. To consider the following planning applications (PA): None received.

b. South Somerset District Council (SSDC) Decisions:

i. **PA 22/00647/HOU & 22/00920/LBC.** Internal and external alterations including creating a room within the entrance hall. Conservation rooflights set in south facing slope,

new windows in south elevation, new windows at ground and first floor level on western elevation of eastern wing at Middle Barn, Cary Fitzpaine Road, Charlton Mackrell – **APPROVED.**

22/59. Finance.

a. Balance of the Council's Bank Account and Bank Reconciliation.

To report on the Council's Bank Account.

RESOLVED: The Clerk previously circulated the PC Accounts which were received and approved.

b. Accounts for payment.

To review and approve a schedule of items of expenditure (incl. VAT):

The Charltons Youth Club Grant	£1,500.00
Community Action Suffolk Insurance renewal (LTA expires 01/06/23)	£258.55
Clerk's Expenses Apr to Jun 22	£62.85
Internal Auditor – Local Council Services, Mr S Pritchard	£60.00
Reading Room hire 19 Apr & 9 May 22	£36.00
SALC Cllr Essentials Training P2 3 May 22	£15.00
SALC Cllr Essentials Training P1 8 Jun 22	£25.00

RESOLVED: Items of expenditure approved unanimously.

22/60. Annual Receipts & Payments and Internal Auditor Report 2021/22.

To agree the Annual Receipts & Payments accounts and receive the Annual Internal Audit Report for 2021/22.

RESOLVED: The Annual Receipts and Payments Account was agreed.

The Annual Internal Report, carried out by Mr S Pritchard, was received with observations noted and agreed. The Personnel Committee agreed to review the Clerk's salary as suggested by Mr Pritchard. Councillors were also in agreement that the General Reserve was low and will need to be increased in order to meet the recommended level of 75% of the precept in reserve.

22/61. Section 1 – Annual Governance Statement 2021/22.

To consider and approve Section 1 – Annual Governance Statement 2021/22.

RESOLVED: The Annual Governance Statement was considered and approved.

22/62. Section 2 – Accounting Statements 2021/22.

To consider and approve Section 2 – Accounting Statements 2021/22.

RESOLVED: The Accounting Statements were considered and approved.

22/63. Signing of the Annual Governance and Accounting Statements 2021/22.

Following approval, Chairman and Clerk to duly sign the Annual Governance Statement and Chairman to sign the Accounting Statements for 2021/22.

RESOLVED: Following approval at items 21/61 and 21/62, the Chairman and Clerk signed the respective Governance and Accounting Statements.

22/64. To set the commencement date for the Exercise of Public Rights 2021/22.

Responsible Financial Officer (RFO) to set the date and publish with details of the arrangements for the exercise of public rights.

RESOLVED: The Clerk, as RFO, set the date for the exercise of public rights to commence on 27th June 2022 and end on 5th August 2022, which would be published on the parish website.

22/65. Certificate of Exemption from a Limited Assurance Review 2021/22.

To consider if the council meets the qualifying criteria to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and completion of the certificate of exemption by the Chairman and RFO.

RESOLVED: The PC confirmed that it met the qualifying criteria to certify itself as exempt from a limited assurance review and neither income nor expenditure exceeded £25,000. The Certificate of Exemption and AGAR Part 2 was signed accordingly by the Chairman and Clerk.

22/66. Request for Part Night Street Lighting in Withy Hays Road, Charlton Adam.

To consider resident's request to reduce light pollution and save energy and conduct a 3 month trial with the 9 street lights affected being switched off between the hours of midnight and 5am.

RESOLVED: Following full discussion, Cllr Ruddle agreed to query on behalf of the PC why the costs involved to run the trial would be invoiced to the PC when this was a SCC issue.

22/67. The Charltons Memorial Playing Field and Community Centre Trust

To report on the public meeting held on 8 Jun 22 by The Charltons (Adam and Mackrell) Memorial Playing Field and Community Centre Trust to discuss with the community an application to the Charity Commission to change the existing Trust 286038 into a Community Incorporated Organisation (CIO) titled The Charltons Memorial Community Trust

Councillors present at the public meeting requested sight of the draft CIO Trust Deed to ensure continuity of protections afforded to parishioners regarding the land and building held on trust, which was critical, however, this was refused. Councillors also stressed the importance of maintaining 'Memorial' in the name of the new Trust as the land was gifted in tribute to parishioners who lost their lives in World War 2 and it should not be forgotten that the playing field is a site of remembrance.

RESOLVED: Following a full and frank discussion with a member of the Trust who was present, it was agreed that the Trust would send a draft copy of the CIO Trust Deed for comment by the PC in advance of being forwarded to the Charity Commission. A member of the PC would attend the Trust's meeting on 4th July at which the PC held a voting seat.

(C.Cllr Ruddle left the meeting at 8.30pm)

22/68. Grit Bins.

To review and agree revised grit bin locations in the Parish for submission to County Highways for guidance and approval.

RESOLVED: It was considered to be more critical to have a grit bin near the gates of Charlton House on Peddles Lane than on Station Road. The Clerk agreed to include the purchase of a new grit bin for Peddles Lane on the agenda for approval at the next meeting. Councillors agreed to send the revised locations to John Nicholson, County Highways Engineer for his recommendations and approval.

22/69. Closure of Charlton Adam Post Office and Stores 2 Jul 22

To record thanks on behalf of the PC to Mrs C Bowman and mark her retirement on 2 Jul 22.

RESOLVED: The Clerk agreed to write a letter of thanks to Mrs Bowman on behalf of the PC for 39 years of service.

22/70. Items for Report and Future Business.

- a. Following the response from Eve Wynn, SCC Rights of Way Warden, the Clerk agreed to inform the landowner who raised the query, that if a gate installed by SSDC or SCC is now obsolete then the landowner is completely within their rights to remove it.
- b. To discuss the bus stop for school collection/drop off in Charlton Adam following closure of the PO and Stores.
- c. To consider purchase of grit bin for Peddles Lane to replace bin removed in Station Road.
- d. At the request of the Clerk the PC changed the date of the September meeting from 20th to 27th.

Next meeting: to be held on Tuesday 19th July 2022, 7.00pm in The Reading Room, Hillway, Charlton Mackrell.

There being no further business the meeting closed at 9.25pm.

Signed:

Dated: