

The Charltons Parish Council

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“Draft” Minutes of Parish Council Meeting
held on Tuesday 16th May 2023 following the Annual Parish Meeting and
Annual Parish Council Meeting, commencing at 7.00pm in The Reading Room, Charlton Mackrell

Councillors Present:

Tamzin Elliott (Chairman)
Nick Blackledge
Alan Crawley
Mike Parsons

Bob Adams (Vice-Chairman)
Susie Crang
Dennis Elliott
Adam Ware

In Attendance: The Clerk and one member of the public.

Public Session.

No comments.

Reports from Somerset Councillors.

None present. Report provided and circulated with Annual Parish Meeting minutes.

23/39. Apologies for Absence and to consider the reasons given.

RESOLVED: None.

23/40. 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.

23/41. Minutes.

To approve the Minutes of the PC Meeting held on Tuesday 18th April 2023.

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

23/42. Planning.

a. To consider the following planning applications (PA):

i. **PA 23/00930/LBC.** Internal reordering, alterations to fenestration and dormers, new canopy at Ford Cottage, West Charlton, TA11 7AL.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED.**

ii. **PA 23/00966/FUL.** Proposed change of use of domestic garage, workshop and store to Class E (c) and (g) and rebuilding of associated outbuilding for ancillary storage purposes at Rookery Farm, West Charlton, TA11 7AL.

Councillors considered that the use of more sympathetic materials would be more suitable and in keeping with the village setting.

RESOLVED: The PC agreed unanimously to recommend that the application be **APPROVED.**

b. Somerset Council Decisions:

- i. **PA 23/00350/COL.** Application for Lawful Development Certificate for the existing use of land as residential garden; existing use of a residential outbuilding; and existing stationing of a static caravan to provide ancillary accommodation at Fields End Farm, Chessels Lane, Charlton Adam, TA11 7BJ – **REFUSED.**
- ii. **PA 22/02714/HOU.** Proposed loft conversion, erection of a front and side extension and internal alterations to the existing annex at Little Orchard, George Street, Charlton Mackrell, TA11 7AS – **APPROVED.**

23/43. 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):

- i. Moderamen Internal Audit Fees £70.00
- ii. Clerk's Allowances & Expenses May 23 £68.60

RESOLVED: Items of expenditure approved unanimously.

23/44. Annual Receipts & Payments and Internal Auditor Report 2022/23.

To agree the Annual Receipts & Payments accounts and receive the Annual Internal Audit Report for 2022/23.

RESOLVED: The Annual Receipts and Payments Account was agreed.

The Annual Internal Report, carried out by Mr S Pritchard, was received with recommendations noted and agreed.

23/45. Section 1 – Annual Governance Statement 2022/23.

To consider and approve Section 1 – Annual Governance Statement 2023/23.

RESOLVED: The Annual Governance Statement was considered and approved.

23/46. Section 2 – Accounting Statements 2022/23.

To consider and approve Section 2 – Accounting Statements 2022/23.

RESOLVED: The Accounting Statements were considered and approved.

23/47. Signing of the Annual Governance and Accounting Statements 2022/23.

Following approval, Chairman and Clerk to duly sign the Annual Governance Statement and Chairman to sign the Accounting Statements for 2022/23.

RESOLVED: Following approval at items 23/45 and 23/46, the Chairman and Clerk signed the respective Governance and Accounting Statements.

23/48. To set the commencement date for the Exercise of Public Rights 2022/23.

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 5th June 2023 and end on 14th July 2023, which would be published on the parish website.

23/49. Certificate of Exemption from a Limited Assurance Review 2022/23.

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.

23/50. Charlton Adam Village Gateways

To discuss the provision of Village Gateway and permanent Speed Indicator Device on Broadway, Charlton Adam.

RESOLVED: Councillors agreed to earmark funds from the first tranche of Community Infrastructure Levies (CIL) that would be generated from the development of thirty five houses to the rear of the Fox and Hounds, which would most likely be approved this month.

23/51. Items for Report and Future Business.

- a. Quarry, Combe Lane. Councillors discussed the late night anti-social use of the quarry on Combe Lane by motorcycles and the Bridgewater 4X4 Club. In addition to the noise, fires were being lit and rubbish left behind. Councillors agreed to ask all those who were affected to report the possible breach of planning permission via the Somerset Council website <https://www.somerset.gov.uk/planning-buildings-and-land/planning-enforcement-policy/>
- b. Bus Bay. The Chairman reported that the installation of the student bus waiting bay, for the safety of the students from the village, is currently working well, but would benefit from the installation of advisory signage for local residents regarding times in use. The PC was in the process of obtaining quotes.
- c. Defibrillator Cary Fitzpaine. Cllr Crang asked the PC if it would consider supporting an application for a grant towards the installation of a defibrillator in Cary Fitzpaine. Councillors agreed that a defibrillator would benefit the residents in Cary Fitzpaine and an application for a grant form could be downloaded from the Parish Website and considered by the PC in accordance with its Grant Policy.
- d. Local Community Networks (LCN). The Chairman agreed to attend the informal LCN gathering Monday 22nd May, 6pm in Edgar Hall, Somerton and the Vice-Chairman would attend the Levels & Moors Area LCN Board on Monday 19th June, 7pm at Curry Rivel Village Hall.

Next meeting: to be held on Tuesday 20th June 2023, 7.30PM in The Reading Room, Hillway, Charlton Mackrell.

There being no further business the meeting closed at 9.10pm.

Signed:

Dated: