

**MEETING HELD ON 2<sup>nd</sup> OCTOBER 2024 AT BROMPTON RALPH VILLAGE HALL AT 7.30pm**

Attendees: Councillors J Elliott (Chairman), P Heard, D Holmes, S Merritt, A Sellick P Bainbridge (Clerk)  
Also in Attendance: Somerset Council Councillor F Nicholson

Members of the Public: 5

Public Question Time: 0

1. **Apologies Accepted:** S Baker and C Mowat. **Apologies Received:** SC Councillor S Pugsley
2. **Declarations of Interest** – Item 4a D Holmes & A Sellick declared a personal interest because they know the applicant. Item 5f, A Sellick declared a personal interest regarding the cricket club. DH and AS excused themselves from these items on the agenda.
3. **Minutes of the Previous Meeting** – It was unanimously agreed the minutes of the meeting held on the 11<sup>th</sup> of July 2024 were a true and correct record and they were signed by the Chairman at the meeting.
4. **Planning**  
**Applications Received**
  - a. 3/02/24/003 Conversion of barn into 1 No. self-contained annexe to be used in conjunction with the main dwelling, Bowdens Farm, Forches Cross to Cordings Ball, Clatworthy, TA4 2SN – amendments received 13/09/2024 to the application above – **no comment****Applications Awaiting Decision**
  - b. 3/02/24/001 Erection of agricultural storage shed with formation of access to highway, land to the west of Cordings Ball and Bowden Farm to the north, Brompton Ralph.
  - c. 3/02/21/001 Erection of 1 No. agricultural workers dwelling and garage Sandpit Meadows, Brompton Ralph to Gandstone Cross, Brompton Ralph, TA4 2RT – **no update from Somerset Council**
5. **Finance**
  - a. **Payments Already Made** - HugoFox Ltd August & September @ £9.99 (+VAT) via Direct Debit £23.98
  - b. **Payments for Approval**
    - i. Clerk's Wages September & October @ £166.66 p/m (includes payments to HMRC PAYE)
    - ii. Triangle Grass Cutting R Branfield - £90.00 (includes VAT)
    - iii. Somerset Association of Local Councils Membership (including NALC) - £105.87
    - iv. Scribe Accounts Accounting Software - £142.56 (includes VAT)
    - v. Parish Council Noticeboard - £59.84 (includes VAT) reimburse Clerk  
Details:
      - Amazon Sellers - £29.35
      - Wickes - £25.50
      - Screwfix - £4.99
  - c. P Heard proposed, A Sellick seconded, and the payments list was unanimously approved.
  - c. **Payments Received** – VAT Reclaim for the financial year 2023/24 of £68.36
  - d. **Payments List** – a list of payments and receipts to 31<sup>st</sup> August presented to members was noted.
  - e. **Bank Reconciliations**
    - i. 31<sup>st</sup> July 2024 was presented and a balance of £13,898.68 recorded and checked against the bank statement and signed by P Heard.
    - ii. 30<sup>th</sup> September 2024 was presented and a balance of £13,772.19 recorded and checked against the bank statement and signed by S Merritt.
  - f. **Brompton Ralph Cricket Club** – it was unanimously agreed to continue to support the cricket club to the amount of £200.00 and a cheque was written and handed to a member of the club at the meeting.
  - g. **Budget** – a discussion took place in preparation for the 2024/25 budget. SC Cllr Nicholson answered questions on the likely effects of the Enhanced Highway Maintenance Pilot and the costs involved in undertaking such work. It was thought that it is currently too expensive for small parishes to undertake this and the LCN is looking at how it could work. Interest was expressed in maintaining the historic fingerposts as happened in the past and in including this in the budget.
6. **Matters Outstanding**
  - a. **SALC Wellbeing Grant** – Cllr Mowat was not present to provide an update.
  - b. **Parish Council Noticeboard** – It was reported the noticeboard was back in position having been refurbished thanks to the skilled work undertaken by a volunteer. Material to line the inside to

affix the notices has yet to be bought and fitted. It was not thought necessary to move or acquire a further noticeboard and it will remain in situ.

- c. **War Memorial** – The Parish Council is now the registered custodian of the memorial and can proceed with the pre-application for grant funding from the War Memorials Trust for its upkeep.  
**RBL Wreath** – it was unanimously agreed to support this year’s appeal through the purchase of a wreath. The cheque for last year’s wreath which has not been cashed by the Royal British Legion will have to be cancelled and reissued.
- d. **Grass Cutting** – It was reported that The Triangle requires more cuts than originally proposed. The cost of cutting the village green was discussed. It is hoped the volunteers will carry out the autumn cut, and any extra contracted work required will be considered at the next meeting.
- e. **Emergency Planning** – The Village Hall has agreed to be the community place of safety.
- f. **Roads & Traffic Issues** – Concern was expressed about the dip in the middle of the road through the centre of the village. It was pointed out that this defect and other issues, including potholes, can be reported on Somerset Council’s website. The usefulness of the EHM pilot and the new Highways Volunteer Handbook had been discussed earlier in the meeting under the budget discussion.

- 7. **Somerset Councillor Reports** – Cllr Frances Nicholson provided information during the meeting on Somerset Council matters particularly those that affected the local area.
- 8. **LCN Exmoor** – Cllr Baker and the Clerk attended the meeting in September online. Issues discussed of interest to Brompton Ralph included the new EHM Pilot and the continued highway winter maintenance. Date of next meeting 7<sup>th</sup> November 2024.
- 9. **Clerk and Councillor Training** – Certificate in Local Council Administration – D Holmes proposed, seconded by A Sellick and unanimously agreed to support the Clerk with the initial cost of training of £150.00 towards obtaining the CiLCA qualification which would eventually give the parish council the General Power of Competence as laid out in the Localism Act 2011.
- 10. **Clerk’s Report & Correspondence** – Email received from St Mary’s Church, Brompton Ralph thanking the parish council for its support. The meeting scheduled for the 26<sup>th</sup> September could not go ahead as non-quorate due to the number of apologies received. The Clerk and Chair informed as many interested people as possible, and arranged with the agenda to be re-issued for the new date of the 2<sup>nd</sup> of October.
- 11. **Councillors’ Reports and Items for Future Agendas** – Finger Posts and support for Brompton Ralph Village Hall’s Christmas Tea Party with entertainment being held on 7<sup>th</sup> December.
- 12. **Date of the Next Meeting** – Thursday 12<sup>th</sup> December at 7.30pm at Brompton Ralph Village Hall.

Chair Cllr J Elliott declared the meeting closed at 20.42 pm.

Chair:

Signed as a true and correct record

Date: