

MEETING HELD ON 23rd MAY 2024 AT BROMPTON RALPH VILLAGE HALL AT 7.30pm

Attendees: Councillors S Baker (Vice Chair), J Elliott (Chairman), D Holmes, C Mowatt, A Sellick
P Bainbridge (Clerk)

Also in Attendance: Somerset Council Councillor S Pugsley

Members of the Public: 2

Public Question Time: 0

1. **Election of Chair** – S Baker proposed J Elliott, seconded by D Holmes and J Elliott was duly elected as Chair. A Declaration of Acceptance of Office of Chair was signed in the presence of the Clerk.
2. **Election of Vice Chair** – D Holmes proposed S Baker, seconded by A Sellick and S Baker duly elected as Vice Chair.
3. **Apologies Accepted:** P Heard and S Merritt. **Apologies Received:** SC Councillor F Nicholson
4. **Declarations of Interest** – D Holmes Item 7d personal interest as event being organised by a relative.
5. **Minutes of the Previous Meeting** – It was unanimously agreed that the minutes of the meeting held on the 29th of February 2024 are a true and correct record and were signed by the Chairman at the meeting.
6. **To review and update:**
 - i. Code of Conduct – No change.
 - ii. Model Standing Orders – reviewed and agreed to strike through *book for the purpose* 15.xiv. Planning applications are recorded in the minutes.
 - iii. Banking Mandate & Signatories – Signatories remain Cllr Elliott, Cllr Baker & Clerk
 - iv. The Council's Insurance – No change to Long Term Agreement
 - v. The Asset Register – Grit Bin opposite village green added.
 - vi. Council's Subscriptions to other bodies – SALC and NALC
 - vii. Financial Regulations – NALC has issued new regulations. This item deferred to a future meeting.
 - viii. Regular Payments through Financial Year – HugoFox Ltd via Direct Debit.
 - ix. Financial Risk Assessment – no change.
7. **Matters Outstanding**
 - a. **SALC Wellbeing Grant Application** – Clerk informed that the money available would be covered by the power granted by S137 and therefore limited. Cllr Mowat will liaise further and develop a plan with costs for the project for a recorded social history project.
 - b. **Grass Cutting** – Cllr Mowat undertaking the main areas of the green, although currently No Mow May is occurring. The Triangle had been cut.
 - c. **Emergency Planning** – following the March Exmoor LCN it was suggested that parishes register a community place of safety. It was thought that the Village Hall was the obvious choice. The Chair of the Village Hall was in attendance and will take the suggestion to their next meeting for consideration. A request was made to SC Cllr Pugsley for Emergency Planning workshops to be facilitated through the Exmoor LCN to help develop a plan.
 - d. **D-Day Commemoration** – A representative from the Village Hall informed that there is to be a lamb roast, children's games and music provided by a ukulele group. 70 tickets had already been sold for the first weekend in June. Tickets are £13.50. It was proposed by S Baker and seconded by C Mowat for the parish council to support the event to the sum of £250 which was unanimously approved. Cllr Holmes had declared an interest and not involved in the discussion or resolution.
 - e. **War Memorial** – it was suggested that the Clerk obtain quotes to clean and restore the lettering on the memorial.
8. **Planning**

Planning Applications Received - none

Planning Permissions Decided - For full conditions please refer to Somerset Council's planning portal

 - a. **3/02/24/002** Variation of condition 6 of planning permission 3/02/23/010 to amend the wording in respect of the pre-commencement condition to apply to the installation of external lighting to the west elevation only and the information to be submitted for approval of details, The Green, Brompton Ralph, Wiveliscombe, Taunton, TA4 2RU - **GRANT**

- b. **3/02/23/008** Application for Prior Approval for the creation of a wetland habitat with extension of outpipe from existing pond for formation of additional pond and 4 No. bunded scrapes within a fenced area with filling in of defective pond | Middle Stone Farm, Brompton Ralph to Gandstone Cross, Brompton Ralph, TA4 2RT – **Prior Approval Not Required**

Planning Applications Awaiting Decision

- d. **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
- e. **3/02/21/001** Erection of 1 No. agricultural workers dwelling and garage Sandpit Meadows, Brompton Ralph to Gandstone Cross, Brompton Ralph, TA4 2RT – it was noted that work is currently underway. A request was made for the Clerk to write to Somerset Council Planning to establish the current status of the application due to the work that is being carried out.

9. No Number 9 on the agenda

10. Finance

a. Payments for Approval

- i. Brompton Ralph Village Hall Hire 2023/24 - £92
- ii. T Payne Internal Auditor - £100
- iii. Clerk's Wages – May & June @ £166.66 (includes HMRC PAYE)
S Baker proposed and D Holmes seconded and unanimously approved.

b. Payments Already Made (Direct Debit)

HugoFox Ltd Website – March, April, May 2024 @ £9.99 (+VAT) = £35.97

c. Monies Received – Somerset Council Precept Payment - £4,675.00

d. Bank Reconciliations

- i. 31st March 2024 had been presented and a balance of £10,717.87 recorded and checked against the bank statement and signed by C Mowat
- ii. 30th April 2024 had been presented and a balance of £15,076.71 recorded and checked against the bank statement and signed by A Sellick.

e. AGAR

- i. Internal Audit Report – received and its contents noted.
- ii. Annual Governance Statement – D Holmes proposed, A Sellick seconded and approved.
- iii. Accounting Statements – D Holmes proposed, A Sellick seconded and approved.
- iv. Certificate of Exemption – S Baker proposed, C Mowat seconded and approved.

The Certificate of Exemption will be submitted to the appointed auditor PKF Littlejohn LLP and the notice of the Exercise of Public Rights placed on the website and the noticeboard.

11. Local Community Network – Cllrs S Baker & S Merritt attended the March meeting where registering a Community Place of Safety was discussed. The Clerk attended the recent meeting in May where the focus was on highways. The Highways Steward is no longer operating. The LCN is looking at new ways of providing the service but does not have any power to commission or buy services at present. The next meeting will be on 6th June at Wheddon Cross.

12. Parish Council Noticeboard – the noticeboard requires maintenance. No quotes currently available but suggestions were made and will be looked into.

13. Clerk's Report & Correspondence – Email received from resident regarding PC's financial position. Clerk able to direct them to the website for information.

14. Councillors' Reports and Items for Future Agendas - none

15. Date of next meeting - Thursday 11th July 2024 at 7.30pm at Brompton Ralph Village Hall.

Chair Cllr J Elliott declared the meeting closed at 21.03 pm.

Chair:

Signed as a true and correct record

Date: