

MINUTES OF THE BROMPTON REGIS ANNUAL PARISH COUNCIL MEETING HELD AT BROMPTON REGIS VILLAGE HALL ON WEDNESDAY 5TH JUNE 2019

309 PRESENT

Miss S. Newton (Chairman), Mr. I. Abell, Mr. J. Andrews, Mr. M. Headley, Miss L. Luxton, Cllr. F. Nicholson (from 19.30 to 19.50), Cllr. N. Thwaites, Mrs. S. Buchanan (Clerk).

310 APOLOGIES

Mr. S. Coates, Mr. P. Page (Vice Chairman).

311 MINUTES OF THE MEETING HELD ON 9TH MAY 2019

Councillors were invited to comment on the draft minutes, which had been circulated prior to the meeting. There were no amendments and the minutes were unanimously **APPROVED** and signed as a correct record.

312 MATTERS ARISING

312.1 The Chairman thanked Mr Headley and Ms Luxton for attending the new councillor training.

313 CORRESPONDENCE

313.1 ENPA PARISH COUNCIL MEMBERS

Councillors having received information about the election process and the applications, the Chairman outlined the steps for the meeting to take.

Councillors discussed at length the applications of each candidate and considered their potential to understand and represent the views of parish councils both across the National Park and in the area around Brompton Regis. The meeting voted on candidates and five were selected.

ACTION: CLERK complete and return the ballot paper to SALC.

313.2 VE celebrations 8th May 2020

Information on suggestions for this having been circulated prior to the meeting and to the village hall and PCC it was **AGREED** that the matter be considered in depth at the next meeting.

ACTION: CLERK agenda item, 3rd July 2019.

313.3 Rural worker and succession farm dwelling guidance consultation

The Chairman outlined the focus of this guidance and its relationship with the Local plan. The closing date of the consultation having been forwarded to July 31st it was **AGREED** that councillors would consider the document before the next meeting at that meeting come to conclusions on any comments to be made.

ACTION: ALL consider the consultation document prior to 3rd July 2019.

ACTION: CLERK agenda item 3rd July 2019.

314 COUNCILLOR UPDATES

Cllr Nicholson advised the meeting that the process to elect Parish Council members of the ENPA is underway. She updated the meeting on the ENPA processes regarding planning applications which are considered by committee and advised that

Mr Kinsella has offered to attend a future meeting of the BRPC and that it is intended that training on planning will be arranged for parish councils in the National Park.

The Chairman questioned Cllr Nicholson as to ENPA policy on roof arrays of solar panels in the context of an enquiry by a local resident to the ENPA which had been met with less than clear information, but which appeared to have been clarified by the Chairman in contact with ENPA.

Cllr Nicholson agreed to look into this to identify where the policy is clearly stated.

ACTION: CLLR NICHOLSON to advise the next BRPC meeting.

The Chairman asked for an update on Hele Bridge (minute302). Cllr Nicholson outlined the process by which works are undertaken by the Highways Authority and agreed to look into the issue re Hele Bridge.

ACTION: CLLR NICHOLSON to look into repairs for Hele Bridge and advise the next BRPC meeting

Cllr Nicholson left the meeting at 19.50.

Cllr Thwaites advised the meeting of progress in establishing the Somerset West and Taunton (SWAT) Council and reported that there was disquiet with the system and the cost of the imminent redundancy payments to staff. The meeting requested that he feedback to the Council that the website is neither clear or helpful, in particular the need to register before finding information about council services.

ACTION: CLLR THWAITES feedback to the SWAT council concerns about the website.

315 PLANNING

There were no applications on the agenda. The Chairman noted that two applications were received after the agenda had been published and that an extension to the consultation period was being sought in order that they could be discussed at the next meeting.

316 HIGHWAYS

The meeting noted that surface dressing will follow remedial works on roads in the area. The possible need for hedge trimming (after the bird nesting season ends, 31st July) on some narrow lanes in the parish was noted.

317 AUDIT

The Clerk having circulated documentation prior to the meeting Councillors considered the following matters.

317.1 External audit exemption criteria

The meeting considered the circumstances in which may be certified as exempt from a limited assurance review (section 9 of the Local Audit (Smaller Authorities) Regulations 2015. Councillors concluded that BRPC met the requirements and that they wished to certify the BRPC as exempt.

317.2 External audit exemption certificate 2018-19

Mr Andrews proposed, and Mr Abell seconded, and the meeting unanimously **AGREED** that the exemption certificate be signed, and this was done by the Chairman.

ACTION: CLERK to submit the certificate of exemption to the external auditors.

317.3 Internal audit report

The meeting noted that no faults or remedial actions had been identified and recorded the BRPC's thanks to Mr. Pollard for undertaking the internal audit.

317.4 Annual governance statement 2018-19

The meeting considered the statement. Mr Headley proposed, and Ms Luxton seconded, and the meeting unanimously **APPROVED** the statement and this was signed by the Chairman.

317.5 Accounting statements, and final statement of accounts, 2018-19

The meeting considered the Accounting Statements alongside the final statement of accounts. Mr Headley proposed, Ms Luxton seconded and the meeting unanimously **APPROVED** the statement and the Chairman signed to confirm that approval.

317.6 Annual Governance and Accountability Return 2018-19

The meeting considered the entire Return, and Mr Headley proposed, Ms Luxton seconded, and the meeting unanimously **APPROVED** it for publication.

317.7 Confirmation of the dates of the period for the exercise of public rights re the audit.

The meeting noted the requirements for the exercise of public rights and **AGREED** the period as 17th June to 26th July 2019.

ACTIONS: CLERK to submit, publish and display on the parish notice board, relevant documents re the audit and the exercise of public rights.

318 FINANCES

318.1 SALC affiliation fee

Mr Headley proposed, Mr Abell seconded and the meeting unanimously **APPROVED** payment of £122.62.

318.2 Clerk's quarterly salary payment

Mr Andrews proposed, Mr Abell seconded and the meeting unanimously **APPROVED** payment of £293.25.

319. ANY OTHER BUSINESS

319.1 Village hall grass

Ms Luxton asked for clarification of ownership and responsibility for upkeep of the grass outside the village hall. The Chairman advised that the BRPC is responsible for the grass at the rear of the hall and along the hedge line at the rear and that the village hall is responsible for other grass, and has taken on responsibility for the unregistered strip of land with the intention of registering it under the village hall in due course.

319.2 PO holiday period closure

Mr Page had advised the Clerk of PO closures in June and requested that the regional PO be asked to remedy the situation. And this was **AGREED**.
ACTION: CLERK to contact the regional PO offices.

320. DATE AND TIME OF NEXT MEETING

WEDNESDAY 3rd July 2019, 8.00pm, at Brompton Regis Village Hall.

Mr Headley gave apologies for that meeting.

The meeting ended at 20.35 pm.

Signed:.....Chairman, Brompton Regis Parish Council.

Date:.....