

MINUTES OF THE BROMPTON REGIS PARISH COUNCIL MEETING, HELD AT BROMPTON REGIS VILLAGE HALL ON WEDNESDAY 7th JUNE 2023

The meeting opened at 7.35pm

281. PRESENT: Mr J Andrews, Mr D Cherry, Ms T Davies, Mr M Headley (Chairman), Ms L Luxton, Mr L Ringrose.

Also present: Mr M Arnold, Bury liaison; Ms S Buchanan (Clerk); Cllr Nicholson; Cllr S Pugsley (from 740pm).

282. DEFERMENT OF BUSINESS FOR COMMENT BY THE PUBLIC

None.

283. APOLOGIES FOR ABSENCE AND ACCEPTANCE OF REASONS OFFERED

Mr S Coates, other commitments.

284. DECLARATION OF INTERESTS

None.

285. CHAIRMAN'S COMMENTS AND MEETING MANAGEMENT

None.

286. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING AND THE MONTHLY BUSINESS MEETING BOTH HELD ON 10TH MAY 2023 AS CIRCULATED

Mr Andrews proposed and Mr Ringrose seconded the motion that the minutes of both meetings be approved and signed as correct and accurate records. This was unanimously **AGREED** and the Chairman signed the minutes as such.

287. ACTION POINTS FROM THE PREVIOUS MEETING

287.1 Lock up actions (minute 272.2). The Clerk reported that ENPA and Historic England have been consulted re locking the door and installing a gate; the sign is to be refurbished or replaced by the ENPA workshop, a commemorative plaque on the Bench has been ordered.

287.2 BT call box Brompton Regis village (minute 272.4). The Chairman advised that redecoration has been completed and BT thanked. BT had advised that there is no current consultation on de-commissioning and , further, that in areas where there is poor mobile coverage de-commissioning and thus adopting kiosks is not permitted under recent Ofcom guidelines.

287.3 Bury defibrillator update (minute 274.3). The Clerk advised that a quote for an electricity supply had been received for £2,000 and queried. Alternative approaches had been investigated: a solar powered system (cost £2,000), a battery system (problematic when temperatures fall below minus 5 degrees for more than a few days), use of a private electricity supply (problematic in the long term). It was **AGREED** that the cost of supply would be queried and advice on its reduction sought and alternative sources of funding sought.

ACTION: Clerk, Mr Arnold.

287.4 Insurance (minute 274.4). The Clerk advised that in keeping with the decision at the previous meeting the policy had been placed with Zurich: cost £416.59.

287.5 Sanctuary lane drainage (minute 277.2). An update has been sought and none had been forthcoming. The Clerk will continue to pursue this matter.

288. SOMERSET COUNCIL COUNCILLORS' UPDATES

Cllr Nicholson advised that the first meeting of the Exmoor LCN will take place on 8th June 2023. The Clerk reported thanked Cllr Nicholson for her help in identifying responsibility for land outside the Lock Up which had been identified as lying with the Highways Authority.

Cllr Pugsley reported that he is pursuing outstanding planning matters in the parish. He advised that ENPA will be consulting on new governance structures, including frequency of meetings. He outlined the hustings meeting for the election of parish council representatives to ENPA. The ENPA consultative committee will meet on 22 June 2023.

289. COMMUNITY WEBSITE (minute 276.3)

The Clerk reported that the review of accessibility of the community website has started with a scoping exercise to identify future users and the requirements of government regulations for local authority website. All current users wish to continue using a community site. The current maintenance provider for the site is able to undertake an accessibility review and to update the site and has advised that the larger the number of pages, and that the more complex their content, the greater the cost will be and that there will be long term issues to ensure that accessibility and other guidelines for a parish council website are met by all users. Indicative costs suggest a budget of £1,000 might be required for works to update and ensure the current site is compliant.

After discussion the following actions were agreed.

ACTION: CLERK

- Secure three quotes for an update of the current website to meet guidelines and annual costs thereafter;

- Secure three quotes for a new site for the parish council only, with a new domain and with transfer of the current domain to a stand alone community website not owned by the parish council, and annual costs thereafter;
- Include in proposals for work on the parish council website access to parish council email addresses;
- Consult some local councils on their website structure, content and ownership; and
- Bring further information to a future meeting, including implications for organisations using the current site.

290. FINANCE

290.1 Clerk's quarterly salary £400: Mr Headley proposed and Ms Luxton seconded and the meeting **AGREED** payment.

290.2 Budget 2023-34: This, having been circulated prior to the meeting, was noted.

The Chairman highlighted the pressure on the budget.

291. AUDIT

All documents having been circulated prior to the meeting the following decisions were taken.

291.1 Annual internal audit report. Ms Luxton proposed and Mr Cherry seconded the proposal that the report be accepted, and this was **AGREED**. The meeting recorded thanks to Mr Pollard for his assistance.

291.2 Annual governance statement. Ms Davies proposed and Mr Ringrose seconded the proposal that the statement be accepted and this was **AGREED**.

291.3 Accounting statements 2022-23. Mr Headley proposed and Mr Ringrose seconded the proposal that these be accepted and this was **AGREED**.

291.4 Explanation of variances and bank reconciliation. These were noted and accepted by the meeting.

291.5 Confirmation of the dates set for the period for the exercise of public rights: 12th June – 21st July 2023. Mr Headley proposed and Ms Luxton seconded the proposal that these be accepted and this was **AGREED**.

ACTION CLERK to proceed with all audit arrangements.

292. PLANNING

292.1 Application 6/3/23/004: Lawful development certificate for an existing shed, Chillybridge Cottage, TA22 9JH.

The Chairman outlined the nature of Lawful Development Certificates. It was **AGREED** that no action be taken.

293. CORRESPONDENCE AND MEETINGS

293.1 Parish council elections to the ENPA (minute 276.1).

Information having been circulated to all members prior to the meeting, the Chairman invited Cllr Pugsley and Cllr Nicholson to provide further information from the Hustings meeting. After discussion Ms Luxton proposed and Mr Andrews seconded the proposal that the Clerk submit the following ballot, in no particular order: Mr Halton, Mr Geen, Mr Bray, Mr Ellacott, Mr Thwaites. This was **AGREED**.

ACTION: CLERK.

294. HIGHWAYS

294.1 Highways Steward. Visibility splays to be cut back incl verges at Storridge bungalows; cut back the verge to the highways line opposite Old Rose Cottage; pursue action on recurrent flooding (Rugglands, Blagdon Lane, Sanctuary Lane).

ACTION: CLERK.

294.2 Immediate issues of concern. Potholes Bessom Bridge and Sanctuary Lane.

ACTION CLERK to report and seek action.

294.3 Community Highways Scheme devolved budget. Action on jetting is awaited.

295. ITEMS FOR THE NEXT MEETING:

Website, Haddon Hill car park consultation, ENPA public consultations (car parks, governance), car parking management Bessom Bridge.

296. DATE TIME AND PLACE OF THE NEXT MEETING: 7.30pm on Wednesday 5th July 2023 at Brompton Regis Village Hall.

The meeting closed at 845 pm

Signed as a correct record:

Name:

Date: