

# ***BINEGAR PARISH COUNCIL***

## **MINUTES**

**of the Parish Council meeting on 4 June 2013 in the Memorial Hall at 7 30 pm**

**Present:** Gus Halfhide (Chair), Philip Blatchford, Richard Higgins, David Stone, Cath Law, Jude Robbins

	<p><b>Chair's remarks</b> Gus reported that the Clerk was unwell and unable to undertake her duties. Philip proposed, Cath seconded and it was unanimously resolved to suspend Standing Order 5(a) to allow consideration. At the meeting's request, Richard agreed to draft Minutes. Following discussion, it was agreed (a) to send the Council's best wishes to the Clerk, (b) to arrange for emails to be diverted to a new account and post sent to Philip and (c) that communication from the Council would be through the Councillor assigned to that activity.</p>	PB
1	<p><b>Declarations of interest</b> David declared an interest in item 13.3, wayleave to <i>Class Motor Services</i>.</p>	
2	<p><b>Minutes of previous meetings</b> Minutes of the meetings held on 2 April and 7 May were agreed and signed by the Chair.</p>	
3	<p><b>Matters arising from the Minutes</b> <b>1 Weed spraying</b> There was no update from the County on this matter</p>	HS
4	<p><b>Local government reports</b> There were no reports. It was noted that Cllr. Siggs had indicated that he might be unable to attend the meeting and there were no Mendip District councillors.</p>	
5	<p><b>Police report</b> There was no report.</p>	
6	<p><b>Planning issues</b> <b>1 Francis Flower road cleaning</b> A letter was received outlining the quarry's cleaning arrangements which the Council accepted. <b>2 Affordable housing</b> The Council considered a request from Mendip's Housing Development Officer to support a survey to assess the need for affordable housing. Following discussion, it was agreed to lend support on condition that the Council (a) had input to the survey, (b) participated in the criteria for offering tenancies and (c) that the housing was designated for village residents. Gus undertook to reply.</p>	GH
7	<p><b>On-going matters</b> <b>1 Parish Council notice boards</b> Philip reported a quote of £98+VAT to erect a board at Binengar Green. It was agreed to proceed. <b>2 Registration of interest</b> David received and undertook to complete and return his register of interests. <b>3 Style and minimum requirements for Parish Council Minutes</b> Richard agreed to join Gus and Philip to consider this issue with report back in September. <b>4 Structure of Parish Council agendas</b> Philip agreed to join Jude to consider this issue with report back in September. <b>5 Review of Parish Council's Standing Orders</b> Cath agreed to join Gus and Philip to consider this issue with report back in November.</p>	PB DS GH JR GH

	<p><b>On-going matters (continued)</b>  <b>6 Clerk's time log</b>  Cath undertook to put forward a proposal for the July meeting to consider.</p>	CL
8	<p><b>Binegar Playing Fields Group</b>  The Minutes of the May meeting were received and noted.  On the issue of the electricity meter backing board, David reported that <i>EDF Energy</i> would replace this without charge. He undertook to progress the matter.</p>	DS
9	<p><b>Tree condition assessments: cemetery and playing field</b>  David stated that he awaited contact with a tree surgeon for a second quotation.</p>	DS
10	<p><b>Parish land</b>  <b>1 Binegar Bottom</b>  It was noted that the botanical survey of the <i>Local Wildlife Site</i> had been rescheduled for 5 June. The Council approved in principle the plan for planting trees on the south side of Binegar Bottom and looked forward to seeing a more detailed planting plan.  The Council approved in principle use of Binegar Bottom by the Scouts. It was agreed to ask for more detail of the proposal.  <b>2 Land at Emborough</b>  In response to a report of encroachment by a neighbour, Philip and David undertook to establish whether action was required. It was agreed Richard would instigate action with the Council's land agent if necessary.</p>	RH GH GH PB RH
11	<p><b>Highways and rights of way</b>  There were no matters to note.</p>	
12	<p><b>Binegar Memorial Hall car park extension</b>  As this matter rested with Hall Committee, it was agreed to take no further action.</p>	
13	<p><b>Financial matters</b>  <b>1 Asset register</b>  Richard undertook to review and update the register with report back in October. David noted that the graveyard extension had been transferred from the Church Commissioners and it was agreed that the original cost should be shown as zero.  <b>2 Payments</b>  The following payments were authorised and cheques raised: £27 16 to EDF Energy, £72 to Priddy Accountancy for internal audit 2012-13, £582 76 to Came &amp; Co for insurance, £139 65 to Binegar Playing Field Group for VAT reclaim and £100 to Binegar Memorial Hall for room hire 2012-13.  <b>3 Wayleave to Class Motor Services</b>  Payment for 2013-14 of £50 was received and accepted for the wayleave for the <i>Class Motor Service</i> sign at Clarke's Pond.  <b>4 Annual accounts and audit</b>  The meeting received and approved the annual accounts excepting the claim for £89 18 by the Clerk. Gus outlined the internal audit report and stated that it had not been signed by the Responsible Financial Officer and that item 4(G) stated that employees' salaries had not been paid in full. With the Council's approval, Gus amended item 4(G) to show that the full salary had been paid. Gus undertook to seek advice from the external auditor on how to proceed.</p>	RH GH
14	<p><b>Business items</b>  <b>1 Community gardening: planters at village signs</b>  It was noted that this project had received approval from Somerset Highways.</p>	

	<p><b>Business items (continued)</b></p> <p><b>2 Flood plan</b> Gus reported that he had prepared an outline for a flood plan and presented it to members of the community affected. He stated that it required input from those at flood risk (for example, who would be willing to carry out monitoring and maintenance tasks) and that the Council could not take the matter further without such input. It was agreed to close the item.</p> <p><b>3 1930 Ordnance Survey map</b> Gus reported that as there had been no response from the Memorial Hall Committee he had offered the map to the Somerset archive. The archive accepted and Gus undertook to deliver the map.</p> <p><b>4 War memorial</b> David reported that he had supplied information requested to Mendip District Council.</p> <p><b>5 Parish Priest licensing</b> David received the Council's gift of a parish map to present to the new Priest.</p> <p><b>6 Community defibrillator</b> Cath reported on the recent demonstration of defibrillator use. She stated she had also heard from <i>Somerset Ambulance Service</i> which offered a defibrillator, maintenance and instruction for a donation of £1,500 plus £720 for the equipment. The Council agreed to take the matter further and asked Cath to put forward a proposal.</p> <p><b>7 Village clean-up day</b> David undertook to ascertain whether the WI would again organise such an event.</p> <p><b>8 Neighbourhood Plan</b> Gus outlined the status of such a plan and the process of preparing one. Following discussion, it was agreed that, at this point, there was no reason to prepare a Neighbourhood Plan.</p> <p><b>9 Openness and transparency on personal interests</b> Members received and noted this government publication.</p> <p><b>10 Community Payback Group</b> Cath outlined possible help that offenders might offer. The Council supported the idea in principle and it was agreed to consider suitable projects.</p>	<p>GH</p> <p>CL</p> <p>DS</p> <p>CL</p>
15	<p><b>Correspondence</b> The Council was pleased to receive letters of thanks from <i>Dorset &amp; Somerset Air Ambulance</i> and from the <i>Citizen's Advice Bureau</i> for its donations. It was also pleased to receive a letter from the Parochial Church Council thanking the Council for its maintenance of the graveyard.</p>	
16	<p><b>Matters of report</b> <b>1 Kings Lane</b> David reported pot holes on Kings Lane. Philip undertook to report these.</p>	PB
17	<p><b>Next meeting</b> It was agreed to meet on 2 July 2013 at 7 30 pm in the Memorial Hall.</p>	

The Chair closed the meeting at 9 30 pm