

[DRAFT] MINUTES

NEWTON ST LOE PARISH COUNCIL

Minutes of a meeting of Newton St Loe Parish Council held on Thursday 19 August 2021 at 7 p.m. in Newton St Loe Village Hall

Present: Parish councillors John Everitt (Chairman), Judith Cook, Sheila Dench, David McLean and Jay Marshall

Also in attendance: District Councillor Alastair Singleton, Clerk and one member of the public

MATTERS FOR DECISION

COU31/21: Apologies for absence

Apologies for absence were received from Naomi Johns

COU32/21: Declarations of interest

None

RESOLVED that Agenda item 15 (co-option to fill a casual vacancy) be taken next

COU33/21: Co-option to fill a casual vacancy

The Clerk reported that following the resignation of Mark Foster the vacancy had been advertised and no by-election had been demanded. The Parish Council could therefore fill the vacancy by co-option.

RESOLVED that Neil Hurlow be co-opted as a member of Newton St Loe Parish Council, to serve until the next ordinary elections in May 2023.

PUBLIC PARTICIPATION

COU34/21: Public participation

None

DISTRICT COUNCILLOR'S REPORT

COU35/21: District councillor's report

District councillor Alastair Singleton submitted a written report.

MATTERS FOR DECISION

COU36/21: Minutes of the meeting held on 17 June 2021

The Minutes of the meeting of the Parish Council held on 17 June 2021 were confirmed as a correct record and signed by the Chairman

COU37/21: Invoices and staff costs for payment

RESOLVED that the following invoices and staff costs be approved for payment:

- Crispin Taylor (Clerk), total staff costs for April and May 2021: £429.52
- Avon Valley Landscapes, grounds maintenance for May 2021: £216 (£180 + VAT)
- Reach plc, advertisement for Clerk: £480 (£400 + VAT)

Members noted bank statements from April to August 2021.

Members noted that

- the annual insurance premium of £393.14 had been paid to Zurich Insurance plc
- a VAT refund of £320 had been received

COU38/21: Arrangements for recruiting a new clerk

Members noted that the current clerk would be leaving at the end of September. The post had been advertised through Avon Local Councils Association and Reach plc (including the Bath Chronicle).

RESOLVED that John Everitt, David McLean, Judith Cook and Neil Hurlow or any three of them constitute the interview panel.

COU39/21: Appointment of acting clerk

RESOLVED that Judith Cook be appointed acting clerk (without remuneration as permitted by section 112(5) Local Government Act 1972) until a new clerk takes office

COU40/21 Updated risk assessment

The Clerk reported that the draft had not yet been updated.

COU41/21: Future of the Recreation Ground

RESOLVED that

- quotes for maintenance be invited for consideration at the meeting of the Council in October
- no changes be made to the equipment at present now that the roundabout had been removed
- Alastair Singleton be asked to submit an application for a grant for the cost of fencing to the Ward Councillors' Fund

COU42/21: Parking in the village

Members noted that the non-enforceable residents' parking signs provided by the Duchy of Cornwall had now been affixed

Paul Fox, Pro-Vice Chancellor, Bath Spa University, would attend the October meeting to update members.

COU43/21: Repairs to the village fountain

The Duchy of Cornwall has applied for Listed Building Consent and will carry out the work when Consent is granted.

COU44/21: Purchase of a defibrillator

Jay Marshall reported that a contractor would take away the existing defibrillator and replace it with a new defibrillator and cabinet at a cost of £650 + the cost of installation. He will ask the contractor to supply a formal quote to the Clerk.

COU45/21: Grant to the Village Hall for chairs and tables

The chairs were currently out of stock. New stock was expected in September

MATTERS FOR INFORMATION

COU46/21: Chairman's Report

Members expressed thanks to Jay Marshall for his work on the fingerpost.

COU47/21: Future agenda items

- Action plan for 2021/22
- Updated risk assessment
- Repairs to fountain
- Grant to Village Hall
- Purchase of defibrillator
- Review of internal control
- Quotes for grounds maintenance
- Quotes for fencing

Meeting closed 7.45 p.m.

Signed.....
Chairman

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