

MINUTES

NEWTON ST LOE PARISH COUNCIL

Minutes of a meeting of Newton St Loe Parish Council held virtually on Thursday 22 April 2021

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

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

MATTERS FOR DECISION

COU161/19: Apologies for absence

None

COU162/19: Declarations of interest

None

PUBLIC PARTICIPATION

COU163/19: Public participation

None

DISTRICT COUNCILLOR'S REPORT

COU164/19: District councillor's report

District councillor Alastair Singleton submitted a written report.

There was discussion about parking the village. John Everitt would submit a briefing on options.

MATTERS FOR DECISION

COU165/19: Minutes of the meeting held on 4 February 2021

The Minutes of the meeting of the Parish Council held on 4 February 2021 were confirmed as a correct record.

COU166/19: 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 February and March 2021: £429.52
- Avon Local Councils Association, 2021/22 subscription: £61.72
- TEEC Ltd, hosting website and gov.uk address: £288 (£240 + VAT)
- Duchy of Cornwall, half-yearly rent: £72 (£60 + VAT)
- Jay Marshall (a member of the Council), signage for Recreation Ground: £100

Members agreed that a gov.uk address for the website was desirable.

COU167/19: Remedial works at the Recreation Ground

- The Clerk would arrange for an inspection of the defective roundabout and report back on repair/decommissioning costs
- The Clerk would obtain a quote for repairs to or replacement of the perimeter fencing of the play area

Members suggested that residents be consulted on the future use of the play area and Recreation Ground.

COU168/19 Repairs to the village fountain

Members noted that the estimated cost of repairs was included in the budget for 2021/22. Members asked the Clerk to draw the attention of the Duchy of Cornwall to the fact that the repairs would take place.

COU169/19: Risk assessment

Members considered a draft risk assessment. The following points were made:

- Items in the risk assessment should be numbered
- Where a risk was considered to be adequately addressed there should be a reference to documentation to support this
- The Parish Council should consider cloud-based solutions to ensure the integrity of documents
- A checklist for inspection of the play area was required
- The noticeboards should be inspected regularly
- Online banking arrangements should be reviewed once the pandemic had eased

COU170/19: Next meeting of the Parish Council

RESOLVED that the next meeting of the Parish Council be held on Thursday 20 May 2021 at 7 p.m. in Newton St Loe Village Hall

MATTERS FOR INFORMATION

COU171/19: Future agenda items

- Monitor action plan
- Updated risk assessment
- Update on parking in the village (John Everitt to report)
- Repairs to fountain
- Grant to Village Hall

Meeting closed 8.10 p.m.

Signed.....
Chairman

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