

Clatworthy Parish Council

Minutes of the meeting held on 15 May 2018 in Clatworthy Village Hall following the Annual Parish Meeting

Present: S.Moran (Chair), A.Cowling, C.Giddings, S.McIntosh, J.Ward, K.Turner (West Somerset District Councillor), N.E.Martin (Clerk)

1. Apologies: S.Branfield, M.Deer, F.Nicholson (Somerset County Councillor)

2. Election of Chairman and Vice Chairman and appointment of Clerk

S.Moran, proposed by S.McIntosh and seconded by J.Ward was elected unanimously as Chairman.

J.Ward, proposed by S.Moran and seconded by S.McIntosh was elected unanimously as Vice Chairman.

N.Martin was appointed as Clerk.

3. Minutes of meeting held on 20 February 2018

The minutes of the Parish Council meeting held on 20 February 2018 were accepted as correct and were signed by the Chair.

4. Matters Arising not covered on the agenda

Broadband: It was noted that there had been no further communication from Connecting Devon & Somerset regarding the £500 broadband vouchers, which the Brendon Hills group were told were to be reissued this autumn. However, following the update regarding the Hinkley Point C Community Funds, it was suggested that we should contact Gareth Hughes, Chairman of Skilgate Parish Meeting with a view to submitting a combined application.

It has since become apparent that there is no likelihood of any of the broadband suppliers that are working locally including Clatworthy in their connection plans in the foreseeable future. **Action: Withdrawn**

Signposts: As reported to the Annual Parish Meeting, the village signposts project is being well managed and has been very well supported in Clatworthy.

Drain opposite Wry Lane: Cllr Frances reported that highways had now agreed to remove the kerb round the drain opposite the entrance to Wry Lane. They will notify the Parish Council of what they intend to do and when they will do it (not before the new financial year) and the Council should ensure that the design is acceptable and that the result conforms to the agreed design.

No progress yet. Cllr Frances confirmed that highways still have it on their list. **Action: All Ongoing**

Large vehicle movements through Clatworthy: A letter had been received by the Council regarding the movement of an exceptionally large vehicle through the village en route to and from Clatworthy Reservoir that had caused damage to both private and public property in the process. The Council is asked to take the matter up with the Highways Department.

Cllr Frances will look into this, but noted that, with reference to the measures suggested by Messrs Baker and Hays:

- the County Council could set a width limit for the road, which would probably deter strangers, but it could not be enforced to deny access;
- the provision of guard posts at the narrowest point to protect Welshes Cottage and The Old Shop might be possible if Highways owned the verge at that point, but not if it was private property.

The Council responded at length by e-mail, but offered no solution except to suggest writing to Wessex Water. A letter has been drafted by L.Baker; comments from councillors are required by 29 May. Cllr Frances had also asked the Council to write to Wessex Water, which they have agreed to do. **Action: All Ongoing**

Planning application 3/06/17/002 Application is from a Watchet resident to erect a stable/store in his newly purchased field on the edge of Clatworthy beside the road to Huish Champflower. Council discussed the responses to the application, which is not supported by the parish, and agreed that representation should be made to the Planning Committee at their meeting on Thursday 22 February.

Clr Sally attended to present the objections of the Parish Council and Cllr John put the objections from Peter Goodwin, who was unfortunately not able to attend in person.

As a result of the objection the Planning Committee arranged a site visit, which was well supported by Clatworthy residents. A petition was also raised to indicate the extent of local feeling, but unfortunately the Planning committee approved the application **Action: Complete**

Councillor training: Cllr John reported that he had attended a SALC New Councillor training session, which he found very useful.

5. Finance

5.1 Annual Review

5.1.1 Internal Audit

It was agreed to approach Judith Bryant, last year's auditor, in the hope that she might be prepared to audit our accounts again. **Action: Complete**

Judith Bryant kindly carried out an internal audit in March. No problems were identified.

5.1.2 Review of Governance

Councillors reviewed the system of internal controls applied to the Council's financial transactions, the preparation of the accounts and the workings of the Council within the legal framework.

Council confirmed the governance statement for 2017/18, which was then signed by the Chair.

5.1.3 Agree accounts for FY ending 31/3/2018

The Receipts and Payments account and Bank Reconciliation, which form part of the Annual Accountability Return, were reviewed and accepted by Council and then signed by the Chair.

5.1.4 Approve Accountability Return

Council reviewed the Variances and approved the Accounting Statement, which was then duly signed by the Chair.

5.1.5 Certify exemption from external audit.

Following the above reviews Council certified Clatworthy exempt from external audit and the Chair signed the exemption certificate for submission to the External Audit body.

5.2 Other

5.2.1 Current position

Balance at Lloyds Williton 20/2/2018	£			
	1767.34			
Receipts	£	Ref		Details
Savings	793.16			Transfer from NS&I via S.Moran
Precept 2018/19	1250.00			
Total Receipts	2043.16			
Payments	£	Cheque #		Details
	793.16			Transfer to new savings account 20380168
Judith Bryant	30.00	33		Internal financial audit 2017/18
SALC	25.00	34		New Councillor training: J.Ward
Total Payments	848.16			
Balance at Lloyds Williton 15/5/2018	2962.34			
Cheques written but not presented				
N.E.Martin	20.00	32		Postage/stationery allowance to Clerk

5.2.2 Payments for authorisation

Retrospective authorisation was granted for the following payments, all in the budget for 2017/18.

Internal audit fee	£30
Councillor training fee	£25
Clerk's postage and stationery allowance	£20

Authorisation was granted for the following:

SALC membership fee 2018/19	£24.74
PC Insurance	£160.65
Love Musgrove	£75 (see 5.2.4)

Check that the PC insurance covers the telephone box for public liability purposes.

Action: N.Martin

5.2.3 Investment account

Council agreed that the money previously held in the NS&I account should continue to be separate from the main account and, if possible, in an interest paying account.

Very few savings accounts allow 'group' ownership, but our Lloyds current account has an associated savings account which can be opened with as little as £1 and which pays interest (albeit currently very little). Council authorised the Clerk to open one with the money from the NS&I account.

Account no 20380168 has been opened at Lloyds, Williton with the sum of £793.16 from the original NS&I account.

Action: Complete

5.2.4 MRI Scanner: request for donation

Council discussed the request for a donation to the MRI Scanner fund at Musgrove and agreed to give £75.

6. Update from District/County Councils

District Councillor Keith reported that the planned merger of the Taunton Deane and West Somerset District Councils is going ahead. This will result in a reduction of the number of Councillors from 84 to 58 and some ward boundary changes. Keith's current ward will be affected by this; losing some parishes to Exmoor National Park and gaining others, including Wiveliscombe. This larger area will be represented by two Councillors. Elections to the new body will take place in May 2019 and Council expressed the hope that Keith would decide to stand for the new ward.

It was also noted that the possibility of Somerset becoming a unitary authority in the longer term was under consideration.

7. Data Protection Legislation

The imminent new legislation (GDPR) on personal data was discussed, but as the amount of personal information held by the Council is very limited and the detailed requirements of the legislation are still not clear. No action was deemed necessary at this stage.

8. Charitable donations

As the Council is receiving an increasing number of requests for financial assistance from charitable organisations it may be time to set some criteria to help make consistent decisions. Councillors are asked to give the matter some thought in time for the next meeting.

Action: All

AOB

As the Council has been unable to track down meeting minutes from before 2001, Cllr Chris, as the 'father of Clatworthy PC' kindly offered to write down as much as he could recall of its earlier history. Council felt that any information he could supply could be of great potential value and accepted his offer with enthusiasm.

Meeting dates for 2018

21 August, 20 November.

There being no further business the meeting closed at 8.14pm.