

Wellow Parish Council

BATHAVON SOUTH, BATH & NORTH-EAST SOMERSET

MINUTES OF THE MEETING

held at 8.00 pm on Wednesday 3 February 2015 in Wellow Village Hall

*Actions – marked **A** at right– are on the Clerk and on any Councillor whose initials also appear*

Present: Councillors H. Andrews, L. Bailey, S. Betts, P. Caudle, D. Clarkson, P. Doman, J. Karthaus, H. Prentice (Chair), T. Wheeler

In attendance: District Cllr N. Butters, R. Campbell (Clerk), 11 members of the public at various times

15.20 **Apologies** None. All Members were present.

15.21 **Declarations** There were no declarations of interests.

PUBLIC PARTICIPATION The Chair suspended the Parish Council (PC) meeting and opened participation to the public. Comments included the following, noted in *italic*. They do not form part of the minutes.

- *Saskia Chapman, supported by her father, encouraged the community to reconsider purchasing a defibrillator. She said her uncle, a paramedic, was prepared to help with training. If £400 were raised, it would be possible to obtain the remaining cost of a defibrillator, though not the box to house it, from the British Heart Foundation*
- *Mr Chapman recounted a family incident in which the lack of a defibrillator could have proved disastrous. Without a defibrillator of its own, Wellow was vulnerable.*
- *Julia Handel, responding to concerns about theft expressed by Cllr Betts, said an alarmed case could be bought, with phone to obtain the password.*

There followed a discussion about siting, cost, battery replacement and fundraising.

The Chair thanked the speakers and reconvened the PC meeting

15.25 **Defibrillator**

This item was taken next.

RESOLVED (proposed Cllr Prentice/2nd Cllr Caudle, 8 in favour, 1 against) to grant £400 towards the purchase and installation of a defibrillator in Wellow, with the aim of unlocking further grants and encouraging fundraising for the balance of the cost. **A**

15.23 **Clerk's Report**

This item was taken next.

With encouragement from a local resident B & NES had replaced the missing width restriction sign at the northern end of the byway (BOAT) from Twinhoe to Ford Road. Since most 4-wd vehicles were believed come from this direction, it was hoped that the problem would be reduced, if not resolved. B & NES did not think periodic closure was a feasible option.

Cllr Doman said he had spoken to the driver of a 4-wd who supported the closure of the BOAT in wet winter months.

15.24 **Planning**

(i) Application

15/00137/TCA Court Farm House, High Street, Wellow, Bath, B & NES

1x Yew - reduce entire crown by 4 feet, crown clean, remove deadwood and 1 lower limb to facilitate access.

Cllr Bailey had spoken to tree officer Jane Brewer who had expressed surprise that the tree did not have a preservation order. Cllr Bailey saw no problem with the work proposed.

RESOLVED (proposed Cllr Bailey, 2nd Cllr Prentice, unanimous) to support the application

(ii) Planning decisions

14/04490/LBA Box Bush Cottage, High Street, Wellow. Internal and external alternations. Application withdrawn

(iii) No planning updates

15.26 **Finance**

(i) Financial statement

This was noted. A reconciliation will be provided at the March meeting when the bank statement has been accessed.

(ii) Accounting system

Cllr Karthaus spoke in favour of the PC buying the Xero cloud accounting system, of which he has experience, on a monthly basis, at a monthly cost of £20 (with a possible reduction to £17.50) at least as long as the Sports Facilities project is running. He said the PC should account in a transparent way and a double entry system was needed to do the job. The system would also do the payroll.

Cllr Prentice said that this was a nice solution, with added functionality, for a maximum extra cost of £120 per annum. The position should be reviewed in August at the conclusion of the Sports project.

RESOLVED (proposed Cllr Karthaus, 2nd Cllr Prentice, unanimous) that the Council subscribe to the Xero cloud-accounting system at £20/month (+VAT) to enable the Responsible Financial Officer and Finance Group to maintain transparent accounts using formal double entry book keeping methods for all Parish Council activities, including the new sports facilities project. The monthly subscription, to be paid by the most convenient means, will be reviewed in August 2015. All Councillors and such others as the council appoint will have read-only access to the accounts, so that full visibility of the sports project is available.

A JK

Cllr Andrews asked who would decide which additional people would have access. Cllr Prentice said it was anticipated that, apart from councillors, members of the sports facilities working party would have access.

(iii) Budget 2015/16

Councillors reviewed the draft budget. The Chairman pointed out that the Sports Facilities project was shown as an exceptional item at the end of the budget. The project would be completed well before the end of the financial year. Income and expenditure for it would balance. No expenditure would be committed to until the funds for it were in place.

The biggest increase in normal expenditure was in salaries: provision had been made for an increase in the Clerk's hours from 20 to 26 per month. This would be subject to the Council's approval. The proposal was for a balanced budget. £200 was added to the audit expense line to cover the higher cost of external audit due to the increase in turnover caused by the sports facilities project. Cllr Caudle noted that there was no grant to the Village Hall, but instead one to the CIO and asked if this was correct. Cllr Prentice said it was: the grant was to the proposed umbrella organisation for the whole Playing Field.

RESOLVED (proposed Cllr Prentice, 2nd Cllr Karthausser, seven in favour, one abstention) to adopt the budget attached to these minutes (income ex Sports project £13,908, expenditure ex Sports project £14,135).

(iv) Precept 2015/16

RESOLVED (proposed Cllr Prentice, 2nd Cllr Karthausser, unanimous) to sign a precept of £10,115, an increase of 3.55%

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(v) Financial regulations

It was agreed that the Finance Group would consider new financial regulations (the latest model includes provision for online banking) and bring their recommendation to the March meeting.

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HP/JK

(vi) Grant application

Midsomer Norton & Radstock Dial-a-Ride had requested a grant. Cllr Prentice said that research in previous years had shown there was some take-up of their service in the parish.

RESOLVED (proposed Cllr Andrews, 2nd Cllr Bailey unanimous) to make a donation of £25 to Mendip Dial-a-Ride.

(vii) Payments

RESOLVED (Proposed Cllr Prentice, 2nd Cllr Bailey, unanimous) to make the following payments:

H. Andrews – refund of carol singing expenses: £15.00

S. Cole - Street Sweeper's wages February 2015: £274.68

Clerk's salary – held over pending receipt of employer's approval by payroll service.

15.27 **New Sports Facilities**

(i) Village Hall Committee (VHC) Special General Meeting (SGM)

Cllr Prentice made the following statement:

"The SGM of the VHC held on 26th January was attended by well over 100 Inhabitants. The meeting was called by 10 Inhabitants principally to ensure that the VHC knew about their obligations under their Deed of Trust to support recreation (Clause 3 Objects) and to co-operate with other statutory authorities, such as the Parish Council, in achieving their Objects (clause 6.7). The three requests made by WPC at the January WPC meeting were raised at the SGM. The VHC unanimously agreed to all three requests, as did the Inhabitants. Draft minutes have been issued by the VHC, but without recording either the requests to the VHC or the voting. WPC would like the minutes corrected to detail the requests, and to record the votes by both VHC and the Inhabitants."

Cllr Doman said the requests were not on the SGM agenda. A signatory to the document calling the SGM was happy with the way it had gone. The items were dealt with in the initial statement by the Chair. The draft minutes were not wrong.

Cllr Karthausser asked if motions from the floor at the SGM were allowed, if

permitted by the Chair.

Cllr Prentice said the minutes should record what actually happened at the meeting. He asked Cllr Betts, VHC Chair, if she would alter the minutes to reflect this.

Cllr Betts said the VHC had agreed to all three requests. She was not prepared to alter the minutes.

(ii) Updates

Chris Wordsworth of the Parish Council Sports Facilities Group updated the meeting on the physical project as follows:

- As a result of a meeting with the main and landscape contractors, a meeting with Magic Box attended by him and Cllr Prentice, and input from VHC Chair Cllr Betts, the draft programme of works had changed.
- Spraying would take place when Magic Box and Wriglets children were not in or around the hall.
- In response to a question from Cllr Betts he said a mailer was going out on 4 February to inform villagers. Signs would go up. The contractor will cordon off the field (except the footpath) before spraying which, weather permitting, would take place that Thursday (5/2) or the Tuesday or Thursday following.
- The gate and posts on the Village Hall drive are likely to be removed for the duration of the work.
- Changes continued to be made as a result of input from those on the ground. For example, stronger fencing than originally proposed was to be used.
- Risks continued to be added to the Health and Safety Plan, which would be put on display.

A draft timetable of work was distributed to Councillors and would be available and updated on Parish Post.

Andy Smith, also of the Parish Council Sports Facilities Group, updated the meeting on financial aspects of the project as follows:

- A further £8,500 in grants had been agreed
- Where funding allowed, some specifications (e.g. posts, construction fencing, goal netting) were being improved as costs were refined.
- The contingency was still in place; costs would be pulled back if the need arose
- Insurance of the project was covered
- Some grant providers needed chasing
- Parish Council cashflow monitoring would be vital and electronic banking highly desirable.

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Messrs Wordsworth and Smith responded to questions from Councillors on facilities free to the user, toilet provision, tree planting and other matters.

The Chair thanked Chris Wordsworth, Andy Smith as representatives of those who had put and continued to put so much work into the project.

15.28 **Reports**

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District Cllr Butters said he always tries to react quickly to matters that come to his attention. He congratulated everyone on the huge efforts that had been made on the Wellow Sports project. He knew that the matter had been painful at times. B &

NES was following the project with great interest and support.

15.22 **Minutes**

This item was taken here.

The minutes of the PC meeting of 21 January 2015 were agreed to be a true record and were signed by the Chair.

15.28 **Reports**

balance Cllr Karthausser said the problems at Wellow Ford appeared to have been fixed. Measuring sticks had been placed at either side, the holes in the concrete filled and partial dredging/flushing seemed to have taken place. The flooding signs were still there.

15.29 **Meetings**

The date of the next meeting was confirmed as Tuesday 3 March 2015 at 8.00pm in Wellow Village Hall.

The Chair closed the meeting at 9.50pm