

**MONKTON COMBE PARISH COUNCIL**

**Minutes of the Parish Council Meeting**

**Held in the Village Hall on 10<sup>th</sup> June 2013 at 7.00pm**

**Parish Council Members Present:** Cllr Gavin Douglas (GD), Cllr Lyn Alvis (LA), Cllr Des Wighton (DW), Cllr Peter Bossom (PB)

**Others Present:** Mr Ian Russell (Outgoing Clerk), Mr. Geoff Davis (Incoming Clerk), Mr. Peter Duppa-Miller – Presenting his report as Internal Auditor

- 1      **028    Declarations of interest and dispensations** - None were received or requested.
- 2      **029    Confidential Matters** - The council resolved to exclude the press and the public for discussion of Item 7 on the agenda, the discussion of quotations for Wall Repairs.
- 3      **030    MINUTES:** Minutes of Ordinary Council meeting held on 8<sup>th</sup> May 2013 were approved and then signed by Chairman of Council.
- 4      **031    To receive apologies for absence** – Ross Buchanan sent apologies. Ann Stewart and Louise Mayne were also invited to attend the meeting but sent apologies for being unable to attend.
- 5      **032    Appointment of Mr. Geoff Davis as Locum Clerk** – The Chairman proposed a vote of thanks to Ian Russell for all of his work in moving the council forward and this was unanimously supported by the council. The council agreed to appoint Mr. Geoff Davis as locum clerk for the Parish.
- 6      **033    Bills and Accounts**                      Noted and Approved.

**Payments:**

09/05/2013	869	Gavin Douglas	Setting up costs for Annual Parish Meeting	22.15
27/05/2013	870	Ian Russell	Clerk's expenses	3.30
02/06/2013	870a	Ian Croker	Village cleaning	243.82
10/06/2013	871	Lyn Alvis	Expenses – Petrol	6.80

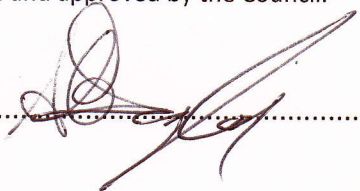
**Receipts:**

16/05/2013	272	B&NES	Footpath Scheme - vegetation clearance	217.09
05/06/2013	273	B&NES	Village Cleaning	248.69

**Bank Balances as at 28.05.2013**

<b>Current</b>	<b>£100.00</b>	<b>Reserve (MCPC)</b>	<b>£14,814.49</b>
		<b>Reserve (Miss Davis)</b>	<b>£12,305.79</b>

- a.      **034    Financial Statement 2012-2013 – REVISED 09/05/13** - The revised and corrected Financial Statement was approved.
- b.      **035    Annual Financial Return** – The council agreed and approved the Annual Financial Return, and it was signed by the Chairman and outgoing clerk.  
The Chairman read the Annual Governance Statements and each was approved by the Council. The Chairman and Clerk signed the statement.
- c.      **036    Internal Auditors Report** - The Internal Auditor explained the process of the Internal Audit to the Council and gave his recommendations. He explained each question on the return and agreed each one. He then signed the Annual Return.
- d.      **037    Section 137 expenditure request from St Michael's Church towards new Hospitality Suite** - Councillor Peter Bossom declared his interest in this matter, however the council agreed that he should remain in the meeting so that he could answer any questions that arose. Peter Bossom informed the Council that £28,000 had been raised already which was sufficient for the path and laying services to the church. He confirmed that Combe Down had been approached for assistance. The Clerk explained the rules and operation of Section 137 expenditure by a Council, identifying a maximum of £1,863.66 that could be spent on such items in a year. Councillor Lyn Alvis proposed that a contribution of £1,000 be made, this was seconded by Councillor Des Wighton and approved by the Council.

Approved and signed Monday 19<sup>th</sup> August 2013 .....  ..... Chairman

7. **038 Wall Repairs** – Councillor Des Wighton reported that three quotations had been received and discussed each one. The Council considered each quotation and agreed to offer the work to Bespoke Stone Walling subject to confirmation of the quotation and of use of appropriate matching materials for the conservation area.

8. **PLANNING** There were no planning matters to discuss

9 **MATTERS ARISING FROM MINUTES OF MEETING 18<sup>TH</sup> MARCH 2013 AND 8<sup>TH</sup> MAY.**

The matter of Bank Deposit accounts was raised and the clerk was instructed to follow up the suggestion by Neil Butters of depositing the funds with B&NES Council. If this proved unsuccessful the clerk was instructed to proceed with finding suitable alternative accounts as previously minuted.

10 **HIGHWAYS & FOOTPATHS** – The matter of road re-surfacing was discussed. Cllr. Peter Bossom requested that Brassnocker hill should be done first and then the village. The chairman agreed to take this up with Nick Sperring – B&NES Highways.

The matter of the unsafe footpath railings along ‘Church Drung’ was raised and the chairman agreed to speak to the landowner.

11 **ITEMS FOR DISCUSSION**

a. Consider adoption of a Freedom of Information (Fol) Publication scheme – The clerk was instructed to produce a draft document for consideration at the next or a subsequent meeting.

b. Internal Auditor’s Report – The report had been fully discussed under item 6c.

12 **REPORTS FROM CLUSTER/LIAISON/VPA /BATH PRESERVATION TRUST & OTHER MEETINGS**

a. Report on meeting of Rural Broadband Improvement Project – Cllr. Des Wighton reported on the progress made so far, and the emergence of an alternative group.

b. Parish Cluster Group – Nothing to report.

c. Bath Preservation Trust – It was reported that the trust had been very active on the Core Strategy and the Fullers Earth appeals.

d. Health & Safety Inspection Reports – Councillors will monitor their respective areas and report at the next meeting.

13 **CORRESPONDENCE RECEIVED:** - Correspondence had been received concerning anti-social behaviour at the Tucking Mill Viaduct and Lake. It was reported that the PCSO is actively patrolling this area, and that there is a meeting with Wessex Water and Sustrans at which the issue of fencing on the viaduct will be discussed.

14 **ANY OTHER BUSINESS matters for report:**

It was reported that Cllr Neil Butters Ward Councillor Initiative Fund Grant will provide £2000 towards YouTurnRound and £1000 go to St Michael’s Church Hospitality Suite. The clerk was asked to write to Cllr. Butters thanking him and highlighting the matched funding of £1,000 for the church being made by the Parish Council.

Cllr. Des Wighton reported that English Heritage were happy about the proposed repairs for the LockUp, and an application has now been made. The clerk indicated the B&NES World Heritage Enhancement Fund might be willing to provide financial support for this project.

15 **DATE OF NEXT MEETING:**

a. **NEXT ORDINARY PARISH COUNCIL MEETING – Monday 19<sup>th</sup> August 2013 at 7.15pm in Village Hall**

**The Meeting closed at 22.00**

Approved and signed Monday 19<sup>th</sup> August 2013 .....  ..... Chairman