

**CATCOTT PARISH COUNCIL**

2021/2022 - 1

Minutes of a meeting held on Monday 25<sup>th</sup> May 2021 in Catcott School Hall following the Annual Parish Meeting

- 21/22/1  
20/21/50 **PRESENT** - Cllrs Barnett (in the Chair), Pople, Bell, Salter and Robins.
- 2  
20/21/55 **ALSO PRESENT** - 5 members of the public and Dcllr Kingham.
- 3  
20/21/56 **APOLOGIES FOR ABSENCE** - CCllr Huxtable who had to leave following the Annual Parish Meeting.
- 4  
20/21/57 **IN ATTENDANCE:** The Clerk to the Council.
- 5  
20/21/58 **ELECTION OF CHAIRMAN FOR THE COMING YEAR** - Cllr Salter proposed and Cllr Pople seconded that Cllr Barnett be elected Chairman. Carried. Cllr Barnett signed his declaration of acceptance of office as chairman which was witnessed by the Clerk.
- 6  
20/21/59 **ELECTION OF VICE CHAIRMAN** - Cllr Robins proposed and Cllr Bell seconded that Cllr Salter be elected Vice Chairman. Carried.
- 7  
20/21/60 **DECLARATIONS OF INTEREST AND CONSIDERATION OF ANY DISPENSATIONS REQUIRED** - Cllr Pople declared an interest in the Play Area being the Council's representative on the committee. Cllrs Pople and Salter declared an interest in planning application 14/21/00007 - Cllr Pople having a relative with land adjacent and Cllr Salter living in close proximity. Dcllr Kingham declared an interest in all planning applications being on Sedgemoor's Planning Committee.
- 8  
20/21/61 **MINUTES OF PREVIOUS MEETING** - were approved and signed.
- 9  
20/21/62 **APPOINTMENT OF REPRESENTATIVES** - Mr David Thomas was again elected as the Parish Footpaths Liaison Officer for the village. There were no charity vacancies due for renewal.
- 10  
20/21/63 **STATEMENT OF INTERNAL CONTROL** - This, circulated to all councillors with the agenda, was considered and approved.
- 11  
20/21/64 **ASSESSMENT OF RISKS** - This had been circulated to all councillors with the agenda and was considered and approved.
- 12  
20/21/65 **CONSIDERATION OF ANY ACTION REQUIRED FOLLOWING THE ANNUAL PARISH MEETING** - no matters were raised requiring action.
- 13  
20/21/66 **UPDATES ARISING FROM PREVIOUS MEETINGS AND NOT LISTED** - none.
- 14  
20/21/67 **DISTRICT AND COUNTY COUNCILLORS' REPORTS** - were unnecessary following their reports at the Parish Meeting.
- 15  
20/21/68 **HIGHWAYS**
- a. Any updates on previous problems - Little Leaze Lane - had been considered during Cllr Huxtable's report and subsequent questions at the Parish Meeting. He would take back to Mr Gill the concerns regarding the state of Little Leaze Lane.
  - b. Problems arising - Brook Lane's 30mph repeater sign had now been removed from the ditch but a new one is still awaited. There is an increasing danger of people tripping in Langland Lane because of the potholes.
- 16  
20/21/69 **PRESENT** - DCllr Kingham left the meeting.
- 20/21/70 **PLANNING** -
- a. 14/20/00017 - creation of landscape bund, erection of walls to vehicular access, amended floorplans and installation of rooflights at Barn East of Holywell Road, Edington - this was supported by Council with the proviso that a 2m distance be maintained between the highway and the bund.
  - b. **PRESENT** - Cllrs Pople and Salter left the room.
  - c. 14/21/00007 - to determine if prior approval is required for change of use of agricultural building to one dwelling at land and buildings to South of Little Leaze Lane - it was not known for sure exactly what use the building had provided over the previous years. It was noted that the walls are tin and that

Chairman ..... G.R. Barnett .....

Date ..... 13/7/21 .....

REUNION REINE GPR

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2021/2022 - 2/8

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a substantial rebuild would be required rather than a simple internal conversion. It was felt this would disqualify it for prior approval and the Clerk would respond accordingly.

21/22/18  
20/21/71

**PRESENT** - Cllrs Pople and Salter and Dcllr Kingham all returned to the meeting.

20/21/72  
21/22/19

**RLT3 APPLICATION - CHILTON POLDEN PLAYING FIELD** - it was agreed to support this application.

20/21/73  
21/22/20

**FINANCE**

- a. Accounts check - accounts and statements had been circulated to councillors with the agenda. Approved.
- b. Cheques for signature including those signed between meetings - were approved as follows - Chq.532 Marshall (salary and expenses April) £341.52; Chq 533 HCI Data (website provision last year and this year); Chq.534 £90.00; R Young (internal audit) £20.00; Chq.535 Axe Brue Drainage Board (Parish Plot) £27.08; Chq.536 Total AV (antivirus software) £49.93; Chq.537 Marshall (salary and expenses May) £347.05; Chq.538 St Peter's Church (Churchyard maintenance grant) £510.00' Chq.539 Came and Company (insurance) £584.72; Chq.540 CPRE (subscription) £40.00.
- c. Internal Audit report - this showed that there were no matters to bring to the attention of the Council.
- d. External Audit - the following documentation had all been circulated to councillors with the agenda.
  - i. Certificate of Exemption - was signed by the Clerk and Chairman.
  - ii. Annual Governance Statement - all points were marked as satisfactory and signed by the Chairman and Clerk.
  - iii. Accounting Statements for 2020/21 - Approved by the Council and signed by the Clerk and Chairman.
- e. Other Financial matters - Printing costs - it was agreed in line with a previous agreement that the Clerk should now charge 5p per black and white copy as the Council's printer no longer worked. The Clerk reported that she was putting in a claim for two year's VAT refund. It was agreed to sign a letter to the bank, as previously done, authorising the Clerk to make transfers between the current and business reserve accounts and to be given all information she requires between statements.

21/22/21  
20/21/74

**RIGHTS OF WAY, FOOTPATHS** - nothing arising.

21/22/22  
20/21/75

**PLAYING FIELD REPORT** - unnecessary following the Annual Parish Meeting report.

21/22/23  
20/21/76

**PARISH PLOT** - a letter had been received from the drainage board notifying the need for them to enter the plot in due course. Noted.

20/21/77  
21/22/24

**ITEMS FOR INFORMATION, CIRCULATION, DISTRIBUTION** - all had been circulated via email.

20/21/78  
21/22/25

**ITEMS FOR NEXT MEETING** - Noticeboard (it frequently being impossible to post notices or to view ones that had been posted because of cars parked too close and directly in front - consideration of alternative sites); Board at the War Memorial (to consider its maintenance).

21/22/26  
20/21/79

**URGENT CORRESPONDENCE** - none.

20/21/80  
21/22/27

**DATE OF NEXT MEETING** - it was agreed to return to monthly meetings on the second Tuesday of each month, Covid permitting. There would be no June meeting. The next meeting would be on Tuesday, 13<sup>th</sup> July starting at the new time of 7pm.

The meeting closed at 8.15pm

RENEWEDLINE G.R.

Chairman ..... *G.R. Barnett* .....

Date ..... 13/7/21 .....