



- 820. To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 21st November 2022** (LGA 1972, sch 12, para 41(1)).  
**Resolved.** That the minutes of the Parish Council meeting held on Monday 21<sup>st</sup> November be signed as correct.
- 821. Planning Application 22/03107/HOU Trinity Cottage, Littlefields Lane.** New attached garage and changing existing gables from render to timber cladding  
**Resolved.** Unanimous decision to approve the application by the councillors able to vote (3 in total).
- 822. Appointment of Internal Auditor**  
Following further information as to what is provided within the internal audit, to appoint the auditor recommended by the Clerk in the Options Appraisal submitted at the November meeting.  
**Resolved.** That the internal auditor recommended by the Clerk be approved to carry out the audit for the financial year 2022/23. The Clerk informed the council that this could now be carried out remotely as all information should be able to be sent electronically.
- 823. Grant Application**  
To review the grant application received from the Village Hall and resolve whether to give a grant of £500  
**Resolved.** It was unanimously agreed that the grant be given to the village hall. It was suggested that the village hall trustees be asked to review the heating arrangements and possibly use a more renewable form of energy sources (e.g., a biomass boiler) and to see what grants were available. To also let the village hall trustees, know that they could apply for a grant in the future for any specific project and this would be considered by the Parish Council. **Action – Parish Clerk**
- 824. Parish Council Newsletter**  
To approve the January Parish Council Newsletter to be printed for distribution with the January 2023 issue of the Web at a cost of £65  
**Resolved.** That the January newsletter be approved for printing at a cost of £65.
- 825. Somerset Prepared Emergency Community Contacts**  
To resolve which 3 members of the Council should be the named contacts  
**Resolved.** That the 3 named contacts be the Chairman, the Parish Clerk and Cllr Rowswell. It was noted that if any of these were not available to help at the time then after the initial phone contact the information could be cascaded to other council members. The Clerk needs to give these 3 names to SCC. **Action – Parish Clerk**
- 826. Hours of Clerk/RFO**  
To resolve whether to approve additional salary costs up to a maximum of £1,500 to allow for the additional work required relating to the recreation field administration, change of bank and the budget preparation for next financial year.  
**Resolved.** That additional salary costs of up to £1,500 be approved.
- Cllr Rowswell mentioned that the councillors need to be mindful as to what they ask the Clerk to do which may result in additional work and therefore additional cost
- 827. Virements**  
To approve the list of virements (previously circulated)  
**Resolved.** That the list of virements be approved.

**828. SID data analysis**

To resolve whether to suspend the analysis of the data due to the current workload of the Clerk  
**Resolved.** It was decided not to suspend the analysis of data as it was important to have, however it was thought that someone other than the Clerk could download the data and then analyse it. The Clerk said that Cllr England had produced a template to use, which made the data extraction easier, but the issue was knowing where SID was at any one time and when it was moved.

It was decided that the data needed to be downloaded at the time the SID was moved, so the person moving the SID should have the software on their phone, or alternatively the Clerk needs to be told the exact date and time that it is moved. Cllr Bourn offered to help with analysing the data. It was decided that a sub-group need to meet to discuss the way forward, with the membership of that group being Cllr Bourn, Cllr England, Cllr Wylie Carrick & the Clerk. The Clerk to arrange a meeting.

**Action – Parish Clerk**

**829. Sandbags**

To resolve which sandbags to buy, how many and where to store them in the dry  
(Details of available sandbags previously circulated)

**Resolved.** It was decided not to pursue the purchase of sandbags as there were not known to be any houses in the village which had actually flooded when there was heavy rain. The village tends to have flash floods and there would not be time to put sandbags in place. It was thought it was better to talk to FWAG about what we could do and also get the silt traps cleared more often.

**830. Hire of alternative football pitch for cup match**

To resolve to approve the payment up to £100 for the hire of an alternative pitch on Saturday 17<sup>th</sup> December due to damage of the current pitch created by the tree felling.

**Resolved.** That the payment of up to £100 be approved for the hire of an alternative pitch on Saturday 17<sup>th</sup> December.

**831. Finance**

To review the Bank Reconciliation at 30<sup>th</sup> November 2022 (Previously circulated)  
To approve the schedule of payments totalling £1,858.74 (Previously circulated)

**Resolved.** The Bank Reconciliation at 30<sup>th</sup> November was approved and signed as correct by a non-bank signatory. The payments were approved and cheques issued.

**832. Report from Clerk/RFO. For information only**

The Clerk reported that the events team had given us a £30 donation towards the electricity used at the bonfire night.

We have received a CIL payment of £138.45

She had managed to get the £50 charge for an accompanied visit during the play equipment inspection waived as they gave no advance notice, which they had previously agreed to do.

Insurance for the recreation field is due for renewal on 8<sup>th</sup> January and the insurance company are asking for an electrical condition report for the pavilion, which we do not have. Cllr Joy has offered to help with looking at the insurance renewal.

**833. Reports. For information only**

**Highways**

Cllr Rowswell said that he had reported the potholes past the flyover on the way to Lopen Head. He has reported a kerbstone near the village hall that needs mending and also the state of the pavement along Lambrook Road near The Paddocks. The Clerk mentioned that she had contacted highways about the drain cover at the corner of Littlefields Lane as a member of the public had contacted her

about it. Highways had replied to say it was the closest size they could get and they thought it was OK, but would get their Superintendent to check it.

#### **Lethbridge Recreational Ground Committee**

Cllr England said that some people had mentioned the remains of the bonfire. He had mentioned it to Events Team and they will be clearing it up soon. The next meeting of the committee is scheduled for 30<sup>th</sup> January.

#### **Environment/Climate change**

Cllr Bourn noted that the January Newsletter mentioned an electric car charging point in the village and that there was a member of the village who was an expert in this field and could help with the alternatives when this was discussed, including grants which could be accessed.

It was asked if the Thermal Camera poster could be posted on the noticeboard and Facebook. The Clerk said it was already on the website.

**Action – Parish Clerk**

#### **Ranger**

There was nothing to report, other than we now have a new ranger who is working on a Wednesday instead of a Tuesday.

#### **Allotments**

There was nothing to report.

#### **Cowleaze**

Cllr Bourn said it was a quiet month in Cowleaze. There would be a problem in the future with some willow trees which were falling over and would need to be removed.

#### **Footpaths**

Nothing to report. It was noted that the falling tree on the footpath going to Barrington was still there.

**Action – Cllr Brunt**

#### **834. Annex A – Deferred items register**

This was reviewed.

**Meeting closed: 9.05 pm**