

# BATCOMBE PARISH COUNCIL

Clerk: Rob Sage

Tel: 01749 850934

e-mail: [clerk@batcombe-parish-council-somerset.org.uk](mailto:clerk@batcombe-parish-council-somerset.org.uk)

## You are Summoned to the Monthly Meeting of Batcombe Parish Council to be held on Wednesday 4<sup>th</sup> October 2017 at 8.00pm in the Jubilee Hall, Batcombe

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.*

### Agenda

**1. Apologies and Acceptance of Reasons for Absence**

**2. Declarations of Interest**

*It is the Councillors' responsibility to declare any interests they may have in any item on the Agenda. If you are uncertain please ask the Clerk before the meeting.*

**3. Public Participation – Open village meeting for fifteen minutes for any member of the public to raise any issue relevant to Batcombe Parish**

*The Chairman can invite members of the public to speak at this or at any other appropriate point in the meeting.*

**4. Minutes of Meeting held on Wednesday 6<sup>th</sup> September 2017 to be agreed and signed. Enclosed.**

**5. Matters Arising – information updates only.**

*Nothing at present.*

**6. Parish Council Vacancy**

*To note the resignation of Cllr Iona FitzGerald. The notices of a vacancy on the Parish Council have been published on the website and on the parish notice boards. Provided no one claims a by-election, the vacancy can be filled by co-option, hopefully at the November meeting.*

**7. District and County Councillors' Reports**

*An opportunity for the District and County Councillors to report on matters relevant to the parish, either in person or in writing.*

**8. Footpaths and Highways**

*Following on from last month's meeting, Karin Harwood, the County Council Service Manager who attended the meeting, has stated, in an e-mail to a resident complaining about the gritting of the road, that Somerset Highways will attempt to grit for five runs to the Old Rectory on Gold Hill, but will terminate this route if cars are parked inappropriately.*

**9. Affordable Housing**

*Consideration of whether the Parish Council should be more proactive in seeking land for affordable housing was deferred from the last meeting.*

## 10. Playground - Maintenance Report.

*Volunteers are needed to apply the wood preservative to the play apparatus in the Playing Field. Iona FitzGerald has offered to help.*

*To discuss the replacing of the wood in the seat around the tree stump that is rotten. Ian Sage has estimated a cost of £250 for the wood.*

*The mole continues to be very active. To be discussed at the next meeting.*

## 11. Planning Applications:

Planning Application No: 2017/2364/HSE

Erection of a two storey building which incorporates a garage at ground floor and a balcony.

Holly Cottage, Westcombe – Householder Application.

*The application is for a two storey building at the entrance to the property from Baileys Lane. The lower floor would consist of a garage, a utility room and a shower room with toilet. The upper floor consists of a day room with a balcony looking towards Holly Cottage. The upper floor is roughly at ground level when viewed from Holly Cottage.*

### Planning Updates.

*Nothing to report.*

## 12. External Auditor's Report

*The external auditor Grant Thornton have returned the Annual Return having completed their audit. No matters had come to their attention "giving cause for concern that the relevant legislation and regulatory requirements have not been met". However, they did wish to bring to the attention of the Parish Council that the Internal Auditor had ticked "Yes" to the internal control objective relating to petty cash while the Parish Council did not operate a petty cash system. The External Auditor stated that the Internal Auditor should have ticked the "Not Covered" box and the Parish Council should have spotted and corrected this in their review of the Internal Auditor's Report.*

*This is the last year that Grant Thornton will be our External Auditors. Although we will have an external auditor in future, we will no longer need to send the Annual Return to them. Publishing the Annual Return and the other information required under the Transparency Code on our website will be considered sufficient.*

## 13. Authorisation of Payment

£???.00 Gardens of Avalon – Grass cutting in September. (*Invoice not yet received.*)

£120.00 Grant Thornton UK LLP – Audit Fee.

£1,163.31 The Clerk – Salary for 2<sup>nd</sup> Quarter. *See enclosed sheet.*

£132.75 The Clerk – Expenses for 2<sup>nd</sup> Quarter. *See enclosed sheet.*

*The Clerk's salary includes the additional hours for 2016/17 agreed at the last meeting.*

## 14. Other Business – matters of information only.

*Nothing at present.*

## 15. Date and Time of Next Meeting:

Wednesday 1<sup>st</sup> November at **7.30pm** in the Old School, Batcombe.

*Rob Sage*