

BATCOMBE PARISH COUNCIL

Clerk: Rob Sage

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You are Summoned to the Monthly Meeting of Batcombe Parish Council to be held on Wednesday 5th October 2022 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 the Meeting held on Wednesday 7th September 2022 to be agreed and signed.
Enclosed/attached.

5. Matters Arising – information updates only.

Allotments – Gary Butler has been asked to cut back the inside of the allotments field hedge. Another allotment holder has decided to give up their allotment in November meaning that we now have two vacant allotments.

6. 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.

7. Local Community Networks (LCNs)

Parish Councillors met as a Working Party on September 14th to consider the consultation on Local Community Networks and as a result produced a leaflet for the parish magazine to inform local residents about the proposals for LCNs and the consultation. The Chair and Vice Chair attended a pop-up briefing on LCNs at Mendip District Council and can report back. The LCN consultation closes on October 17th. The Mendip Rural Parishes Liaison Group will be meeting on Thursday September 29th, 7.30pm at Doulling Village Hall to discuss the LCN proposals.

8. War Memorial Garden

In light of the discussion at the last meeting under Other Business, are there decisions the Parish Council needs to make with regard to the War Memorial garden?

9. Footpaths and Highways

Somerset County Council are holding a Fingerpost Training Course on Thursday November 10th at The Canalside in Bridgwater from 9.30am to 1.30pm. A minimum of three volunteers are required to undertake the course and the Parish Council has until October 21st to let the County Council know the names of those taking the course.

10. Playground – Maintenance Report: *Gary Butler has been asked to cut back the inside of the Playing Field hedge.*

11. Planning Applications:

Planning Application 2022/1929/TCA – T1 (Eucalyptus) - Fell.

Strawberry Cottage, Batcombe

The Eucalyptus is in the front garden of Strawberry Cottage next to the road. The “root plate” of the tree is moving and the owner would like to fell and replace.

Planning Application Updates.

No updates to report at present.

12. Review of the Emergency Plan

*A copy of the 2020 Emergency Plan is attached. **Please note that the Plan contains personal information of volunteers and so should be considered Confidential and should not be made public or shared with anyone outside of the Parish Council.** The Plan is clearly out of date with many of the volunteers having moved from the parish or no longer in the roles they were. Parish Council details also need to be updated. The management team needs to be reformed as two of the members are no longer on the Parish Council. The management team can include people not on the Parish Council. We also need to consider whether/how we update the list of volunteers. We ran an event three years ago to recruit volunteers, although most of the recruitment was down to Justin Witcombe. We should also reflect on the experience of the pandemic and the fact that a group of volunteers in the parish came into effect independently of the Plan – although our current Chair, who is a member of the management team was significantly involved in this. This raises the question of whether we need a formal plan or can rely on volunteers coming forward when needed.*

13. Bank Reconciliation and Budget Update

The bank reconciliation for the first quarter to be checked by a member of the Council and reported to the Council. Note the bank reconciliation for the second quarter should be checked and reported next month.

A corrected budget update including the £629 contribution to the costs of the Jubilee Lane and the £437.94 cost of the strimmer and protective equipment that was omitted from last month's update is attached. There will be a further budget update next month when we begin to look at the budget for the next financial year 2023/24.

14. Authorisation of Payments

£160.00 Kevin Gale – Grass cutting in the Playing Field in September (2 cuts).

£1,148.49 The Clerk – Salary and expenses for 2nd Quarter (*see attached sheet*).

15. Other Business – matters of information only.

PAYE Penalty – I received a PAYE penalty notice in early September from HMRC of a £100 penalty for not sending in a PAYE return on time. As I am paid once a quarter, I have been sending in the PAYE return each quarter as required before the date of the payment. On investigation the penalty was for not sending in a PAYE return for the months when I wasn't paid. I have appealed the penalty on the grounds that no payment was made and the requirement to pay the penalty has been removed. I await the result of the appeal and in the meantime have been submitting a no payment return for the months between the quarterly payments.

16. Date and Time of Next Meeting: Wednesday 2nd November 2022 at **7.30pm** in the Old School.
Please note the earlier start time during the winter.

Rob Sage

Rob Sage – Clerk

28th September 2022