**Council meeting at 19:30 on 6th June 2022**

**Nempnett Thrubwell Village Hall**

**MINUTES**

1. Attendance:

Councillors: V Lambert (Chair), J Batten, J Everett, P Ford, P Hellier and S Miller.

Parish Clerk: A M Johnstone.

1. Apologies:

Councillor: J Mallone.

District Councillor: V Pritchard.

1. Approval of minutes of meeting held on 10th May 2022 wa6 approved vote 6:0.
2. Public participation:

There were no issues raised.

1. Declarations of Interest:

There were no declarations of interest.

1. Highways:
   1. The issue of the poor quality of the recent repairs to the local roads was discussed and it was noted that this had already been raised with B&NES and a response was awaited.
   2. The parking of contractor’s vehicles on the triangle at Five Ways was discussed and it was agreed that the property owner be requested to ensure that the minimum number of vehicles were parked in that area at any one time. ACTION: Clerk to write to property owner.
2. Planning applications
   1. New applications: There were no new applications.
   2. Decisions: There were no new decisions.
   3. Leaning Pines: Concern was expressed that work additional to the 2018 planning permission was now being carried out and it was agreed that the Clerk should draw the planning Departments’ attention to this. ACTION: Clerk to advise B&NES Planning Department.
3. Finance:
   1. The bank reconciliation for 9th April to 8th May 2022 was reviewed and approved, vote 6:0.
   2. Payments for approval: The following payment was approved, vote 6:0 –
      1. Community Heartbeat – annual defibrillator support - £162.00.
      2. Zurich Insurance – annual insurance premium - £257.60.
   3. 2021/2 Annual Accounts:
      1. Certificate of Exemption: The Certificate of Exemption was discussed and approved, vote 6:0.
      2. Internal Audit Report: The report, together with the covering email from the Internal Auditor were discussed and noted. The Council thanked the Internal Auditor for his efforts and asked the Clerk to pass these thanks on to him. ACTION: Clerk to inform Internal Auditor.
      3. Annual Governance Statement: The Annual Governance Certificate was completed and approved, vote 6:0.
      4. Accounting Statements: The Accounting Statements were discussed and approved, vote 6:0.
   4. Bank account:
      1. The Clerk reported that the completed HSBC addition of signatories form had been submitted to the bank who had now informed him that they needed the two new signatories to visit the bank with appropriate proof of identity and address. Councillors Lambert and Miller had been informed of this and were arranging to visit the bank. ACTION: Clerk to progress.
      2. The Clerk reported that he had not had time to progress this issue due to the annual accounts but would be working on it during June. ACTION: Clerk to progress.
4. Standing Orders and Financial Regulations: The proposed changes to the Standing Orders and Financial Regulations were discussed and approved, vote 6:0. ACTION: Clerk to issue revised documents.
5. Risk Assessment: The proposed risk matrix, and its contents, were discussed and approved in principle but required two additional risks to be added and then resubmitted to the next council meeting for approval. ACTION: Clerk to update and resubmit to the July council meeting.
6. Parish Councils Airport Association: The clerk informed the council that the appeal by BANN against the appeal result had passed the first hurdle and would now be subject to a full hearing in the High Court.
7. Defibrillator: Councillor Batten asked the council for a volunteer to take over the monthly maintenance checks on the defibrillator, which she had been carrying out since 2016, and Councillor Hellier agreed to take on this task.
8. Next meeting:

Tuesday 5th July 2022 at 19:30 in the Village Hall.

There being no other business the meeting closed at 20:45.