

Nempnett Thrubwell Parish Council

*Red With
3rd June 2024*

Annual Parish Council meeting at 19:30 on 7th May 2024

Nempnett Thrubwell Village Hall

MINUTES

1. Attendance:
Councillors: Peter Hellier (PH - Chair), Ingrid Wilms (IW), James Everett (JE), Peter Rendle (PR).
Ward Councillor: None
Parish Clerk: Liz Horne (LH).
Members of the public- Stephen Read (SR).
2. Apologies.
John Mallone, Jane Batten, George Ford, David Harding
3. Election of Chair:
Councillor PH was elected as chair for the year 2024/5 Vote 3:0
4. Election of Responsible Financial Officer (RFO):
LH was elected as the RFO for the financial year 2024/5 Vote 3:0
5. Approval of minutes of meetings:
 - a. The minutes of the meeting held on held on 16th April 2024 were reviewed and approved. Vote: 3:0
6. Public Participation:
 - a. SR reiterated items raised at previous meetings from many years ago regarding tree stumps, a flyer initiated by SR family in 2001:
 - i. SR mentioned that NTPC is running on full code, including section 12.2. PH referred to item 26 of the Standing Orders which has now been superseded by Code of Conduct based on Section 28 (2) of the localism act 2011 and declared this item now closed.
 - b. The guidance offered by district councillor. PH addressed this issue previously and accepted the guidance offered. Both SR /PH agreed that this item is now closed.
7. Declarations of Interest:
 - a. PH has an ongoing planning application at Hillcroft, Nempnett Street (23/03652/FUL).
 - b. JB also has a recently approved planning application at Rock House (22/02998/FUL).
8. Letter from Acorn RPC on behalf of Stephen Read 05.04.24:
 - a. Additional low cost and affordable housing – PH confirmed that this topic has been addressed, discussed at length and minuted at previous meetings. PH added that anyone in the parish can put forward planning permission for affordable housing to be built on their land.
 - b. Larger village hall - PH confirmed that this topic has also been addressed, discussed at length and minuted at a previous meeting.
 - c. Parking issues associated with the church – Services are infrequent, and parishioners are aware that entrances are to be kept clear. JE added that he offers 15 parking spaces for parishioners to use.

Nempnett Thrubwell Parish Council

- d. Local renewable clean energy scheme – residents are welcome to present a case to local government.

PR added that the Parish would be interested in viewing fully worked up proposals for all 4 items raised but having discussed these items at several meetings, it is agreed that no further time should be allocated.

9. Highways

- a. Hole in verge opposite East House. Barriers have been removed – PH reported to Bristol Water.
- b. IW reported a problem with Lakeside Close and the volume of vans turning in this area causing damage to the road.
- c. Barrier on Pit Lane brook & The Hatchery – on the boundary of BANES and North Somerset and the two authorities need to negotiate the cost of repairs between them.

ACTION: JE will bring up the issue re the barrier on Pit Lane brook with Highways.

10. Planning:

- a. New applications:
None
- b. Ongoing:
 - i. Hillcroft, Nempnett Street 23/03652/FUL
 - ii. Bellevue Farm 23/04702/FUL/Retrospective
 - iii. Merry Hill Farm 23/04580/FUL
 - iv. Parcel 0578, Nempnett Street
 - v. Linden Grove 24/01307/FUL
- c. Decisions:

i. Rock House	22/02998/FUL	Permitted
ii. Parcel 0038 Green Lane	23/04581/VAR	Permitted
iii. Rugmoor Farm	23/04655/CONSLT	No objection
- d. Enforcement:
None

11. Finance:

- a. The bank reconciliation for 31st March 2024 to 30th April 2024 was reviewed. All agreed it was an accurate record. Vote 3:0
- b. Payments for approval:
 - i. Zurich – annual insurance premium £257.60 Vote 3:0
 - ii. Liz Horne – Clerks salary & expenses for April £394.09 Vote 3:0
 - iii. PCAA renewal £95.00 Vote 3:0
- c. Limited Assurance Review:
 - i. Risk Register – this was reviewed, and changes were agreed. Vote 3:0
 - ii. Standing Orders were reviewed, and changes discussed.
 - iii. Financial Regulations to be reviewed at the next meeting.

ACTION: LH to make all the changes to the Standing Orders, as discussed and are listed in Appendix A. Amended copy to be reviewed at the next meeting in June.

ACTION: Review financial regulations is deferred to the next meeting, when everyone should come with their views ready.

ACTION: LH to research grass cutting in Nempnett Thrubwell.

Nempnett Thrubwell Parish Council

12. Ward Cllr updates, PH read through updates submitted by DH Ward Councillors:
- a. £15.2million Somerset Valley travel scheme set for next step.
 - b. Air quality – at Farrington Gurney and Temple Cloud have been declared as Air Quality Management Areas.
 - c. Local Plan -Consultation ended with 7,500 responses. 600+ people at meetings.
 - d. Compost -Garden waste collected from BANES homes is being turned into compost and sold at the Reuse Shop at Keynsham Reuse and Recycling Centre.
 - e. No Mow May -all residents are encouraged to join No Mow May, letting lawns grow to provide vital food needed by pollinators like bees and butterflies.
 - f. Funding Finder - Online funding finder set up. <https://beta.bathnes.gov.uk/funding-finder>
 - g. Ageing Well Network -Chew Magna, May 10. Millenium Hall. 10-12.
 - h. Roads - Closure attached.
 - i. Councillor Box - Anna returns to work from maternity leave 16th May.
13. Parish Councils Airport Association: No update until after the June PCAA meeting.
14. Jubilee and Coronation Seats:
- a. The Jubilee seat is now in place and the Parish Council would like to express their thanks to Mike Read and Andrew Yells for their assistance.
 - b. The Coronation seat- is ready to be put in place when there are people available to assist.
15. Old finger-posts renovation
- ACTION: LH to ask DH if funding is available for this or if CIF needs to be used.**
16. Next meeting – 7.30pm, 4th June 2024

There being no other business the meeting closed at 21.00

Appendix A:

Standing order review

10: Remove announcements from the chair

Agreeing the minutes of the last meeting

12: OTHER BUSINESS

Change the wording to:

The Annual Meeting business is followed by full council meeting business.

NB: There is no reference to the Annual (Parishioners) Parish Meeting because that is not a Parish Council Meeting.

17. RISK MANAGEMENT and 19. RISK ASSESSMENT REVIEW.

These should be combined as a Risk Review.

18. ANNUAL MANAGEMENT REVIEW to become ANNUAL AUDIT REVIEW:

Wording to be changed as follows:

Following the Internal and External Audit reviews, taking into account all comments made by the Auditor this review will propose recommendations for improvement in management controls to the Council.

Remove:

20. FINANCE

There will be a review of all the projects that have been submitted to the Council via the Parish Clerk to make recommendations to the full Council for approval.

23. PAY AND CONDITIONS OF STAFF

Change the wording as follows: The Council has one paid member of staff: this is the Clerk. Pay and terms of employment conditions will be reviewed annually as part of annual budgeting. The Clerk may be asked to not take part in this part of the review.

26. CODE OF CONDUCT

Remove DISPENSATIONS paragraph.

Add:

REVIEW OF COUNCIL PROPERTY AND INTERESTS

At least annually the Council shall review the physical condition of all it's assets and interests, and consider their need for repairs, maintenance or replacement. Such items would include computer equipment, street furniture (seats, benches), commemorative trees, village pump.

Add:

NB Any queries regarding GDPR compliance is referred to in the Councils Privacy Notice