



TATWORTH AND FORTON PARISH COUNCIL

Council Minutes

Minutes of the Meeting of Tatworth and Forton Parish Council held on Thursday 10th January 2019 at 7.00pm in the Tatworth Memorial Hall.

Public Session

District Councillor Andrew Turpin spoke about the disappearance of the recently damaged post box at Gulway Mead and asked what if anything had been actioned for its replacement. The Clerk informed him that to date three such e-mails had been written and two telephone calls of which had received a nil response.

He then asked the council to give consideration to the provision of an additional dog bin to be installed close to the Vicarage. It was agreed that the request would be placed before the Amenities Committee to consider at their next meeting.

County Councillor Gemma referred initially to her written report which had been circulated to members earlier that day. She mentioned that she had received approached from two residents on the following matters.

1. Speeding on Dykes Hill
2. Lack of local transport.

The chairman advised her that the parish council had taken the matter with county highways regarding speeding and that it also supported a local transport initiative that run a bus to Chard one day a week.

Present Chairman G Beattie with Councillors S Adams J Davison R Digweed R Down A Goody J MacOmish K Marks M Mercer together with the Parish Clerk B Poole

There was one member of the public present together with District Councillor Andrew Turpin and County Councillor Gemma Verdon.

1/19 To receive Apologies for Absence and to approve the reasons given.

Cllrs. S Beattie J Payne and E Peadon

2/19 Declarations of interests

None

3/19 To approve and sign as a correct record the Minutes of the Parish Council Meeting held on Thursday 1st November 2018. (LGA 1972 sch 12, para 41(1))

Resolved that the Minutes of the Parish Council Meeting held on Thursday 6th December 2018 as circulated be taken as read approved as being a correct record and signed as such by the chairman of the meeting.

4/19 Matters for report purposes only

- 207/18.2 Grit Bins
County Roads confirmed 24/12/18 that the bin replenishment had been ordered and that the contractor will fill bins as resource allows.
- 207/18.8 Appointment of a Contractor – Jubilee Field
Currently waiting to receive an update report on the progress of this subject matter.
- 207/18.9 Response to a subsequent e-mail
Duly dealt with
- 20718.10 Past Parish Council Minutes
Minutes from 1990 to 2013 have been duly collated and are ready for delivery to the Somerset heritage Centre.
- 207.18.13 Launch of the Parish Council website
Launched on the 11th December 2018
- 209/18.a Christmas Tree Re-cycling
SSDC not happy with the parish council's suggestion as to where to locate the equipment. Not known at this stage where they are planning to operate from.
- 209/18.c Parish Elections 2019 Poster
Copy submitted to "The Drift" and on the Web Site.

5/18 Chairman's Announcements

6/19 Planning

New Planning Applications

Application No: 18/03626/FUL Proposal: Erection of 3 No. Dwellings with associated access. Land adjoining Stone Buildings Parrocks Lane Tatworth Chard.

Resolved to approve Richard Down declared an interest and abstained from voting.

Application No: 18/03923/FUL Proposal: Proposed retirement housing development of 4 new bungalows and alteration to existing access and parking facilities. Land adjacent to Rose Cottage School Lane South Chard TA20 2SA.

Resolved to refuse for the following reasons – Two members abstaining from voting

1. Over development of the site
2. The development would have the potential in increasing traffic movement
3. Lack of local Transport
4. Increased development could have an effect of further periods of flooding in the village

Due to festive season and other communication problems SSDC agreed that the following application could be granted an extension so that it could be formally discussed when members of the public had had time to comment. Agreed that it should be placed on the agenda for the forthcoming Finance & Personnel Committee Meeting.

Application No. 18/03854/FUL Proposal: Change of use of a caravan to use as a holiday let. Stepen Cottage Tatworth Road Chard TA20 2NN

It was agreed that as the following two applications had to be answered no later than the 24th January and that they will also be held over until the 24th January.

Application No. 18/03572/FUL Proposal: The erection of an agricultural extension to existing agricultural building. Witney Farm Tatworth Road Chard TA20 2NJ

Application No. 18/3652/HOU Proposal: First Floor extension over existing first floor rooms. The Glen Holway Tatworth TA20 2SS

7/19 Resolutions

(1) To receive and agree the Diary of Meetings for 2019.

Resolved to receive and agree the proposed meeting dates for 2019

(2) To note the signing by the Parish Clerk/RFO of the Internal Auditor Bridget C Bowen's letter of engagement.

Resolved to note the signing of the **Letter of Engagement**.

(3) To note the External Auditor's report 2017-18 regarding the required correction of figures in Boxes 4 7 & 8 of the AGAR

Resolved to note the External Auditor's report and the subsequent action taken.

(4) To review the Council's action list.

Reviewed and amended accordingly

(5) To elect the following Sub-Committees.

(a) Greivance Sub-Committee

Chairman G Beattie together with Councillors J Davison A Goody & S Adams

(b) Appeals Sub-Committee

Chairman R Downer with Councillors J MaCormish R Digweed E Peadon

(c) Personnel Sub-Committee

Councillors George Beattie Margaret Mercer Jane Davison.

8/19 Financial

1. To note the following items of expenditure.

Parish Council

(38) Bridget C Bowen	Internal Audit Fee	225.00	
(39) Office Outlet	Stationery	24.73	4.94
(40) Office Outlet	Stationery	12.49	2.50
(41) VisionICT	Web Site Upgrade	1025.00	205.00
(42) Eclipse Internet	Home Lite	14.67	2.93
(43) Mr B Poole	Clerk's Salary – December	1337.00	
(44) ICO	Annual Renewal Registration Fee	40.00	
(45) HMRC	Outstanding PAYE Liabilities	570.40	
(46) Shreeji Enterprises	Postage	13.92	
(47) B E Powell & Sons	Maintenance Contract – 3 rd Qtr	878.00	175.60
(48) Viking	Stationery	88.39	17.69
(49) Viking	Ink Cartridges	143.98	28.80
(50) SALC	Training Course – 12/09/18	30.00	
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		4360.14	437.46

To note the items of expenditure

Parish Cemetery

(C5) B E Powell & Sons	Maintenance Contract – 3 rd Qtr	1449.50	289.90
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To note the items of expenditure

9/19 Matters for information purposes only

- (1) Financial Statement Accounts for the period 01/04/18 – 31/12/18

It was noted that the Clerk tabled a set of accounts for the period 01/04/18 to the 31/12/18 and that two members checked and signed the current Bak Statements.

10/19 Correspondence

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| (1) NALC | Pay Scales 2019-2020 |
| (2) SSDC | 2019-2020 Tax Base |
| (3) SW Councils | News – Winter – December 2018 |
| (4) Bridget C Bowen – Internal Auditor | Letter of Engagement
Recommendations and findings from visit. |
| (5) Police | Winter 2018 – Newsletter |
| (6) HMR&C | Reference PAYE & NIC |
| (7) MicroshadeVSM | Newsletter No 7 |
| (8) Mr R L Locker | Damaged Post Box – Galway Mead |
| (9) ICO | Change of registration details |
| (10) Nat West Bank | Bank Statements – December |
| (11) Clerks & Councils | Direct - January 2019 – Issue 121 |
| (12) VisionICT | Details of Support Packages |
| (13) HC&LG | Reforming developer contributions |

11/19 Date and Time of next meeting – Thursday 7th February 2019 commencing