

# *Kingsdon Parish Council*

## **DRAFT MINUTES OF THE MONTHLY MEETING HELD ON THURSDAY 10<sup>th</sup> DECEMBER 2015 AT 7.30pm IN THE VILLAGE HALL**

### **Parishioner comment time:**

No comments.

**Present:**; Mr. Brian Paine (vice-chairman); Mr Wally Elliott, Mr I. Dibben, Mrs. E.Owen, Mr. G. Osborne (Parish Councillors); Mrs. K Hatt (Parish Clerk) and Mrs L Moore (RFO) plus 2 parishioners.

### **1. Apologies:**

Mr. David Beswick, Mr. Phillip Waters, Mr. D. Ruddle (County Councillor) and Mr. David Norris District Councillor.

### **2. Declarations of Interest:**

As already declared, no changes.

### **3. Minutes:**

The minutes of the meeting held on 10<sup>th</sup> November 2015 which had been previously circulated and were approved and signed; proposed by Mr. I. Dibben and seconded by Mr. G. Osborne, all in favour.

### **4. Matters arising not covered by agenda items**

D.Beswick- SALC has advised us not to purchase shares as a way of donating to the shop. We are able to give a grant in the region of £2000. He will look into our options further.

P.Waters – Having looked at the oak tree and given that when a lorry knocked one of its branches a few years ago, what resulted in it being assessed and pruned accordingly, I think it's best to leave it alone at the moment; as Oaks are slow growers so we can keep an eye on it and jump if a problem presents itself.

B.Paine – drafted out two comprehensive self-employment agreements, sent them to SALC, only to be told we cannot do self-employment agreements in view of recent guidance from HMRC. He has now drafted letters of appointment, which Brian will discuss with K.Hatt and L.Moore, in the New Year.

Strategic planning, revision of the parish plan and review of the village and design statement – D.Beswick and G.Osborne have volunteered to join a working group which will start this task in the New Year.

May meetings in the village hall are booked. The 12<sup>th</sup> May will be the usual monthly meeting and the annual parish council. The meeting on 19<sup>th</sup> May will be the village parish meeting.

## 5. Chairman's Report

B.Paine had attended a meeting at South Somerset District Council about the development of next year's precept, which has to be discussed and decided in the January meeting. The key point to emerge is that the government rate support grant is diminishing year on year and will be completely removed by 2020. Whilst it is true that local councils will by then be in receipt of business rates, rather than those rates being accrued to central government, the net result of this is that town and parish councils are going to be on our own if they require fund for projects and initiatives. In future it is exceedingly unlikely there will be any funding opportunities available from District or County Councils. Consequently if we want to undertake even small developments we are strongly advised to increase our precept and build up reserves for the future. Currently town and parish councils are not capped unlike County and district councils

I.Dibben considered it would be wise to look at a 4 year plan and forward budgeting, taking into account areas we wish to improve, such as replacing the stiles on the footpaths. In answer to a question on whether it for the parish to replace stiles or the landowner, it was recognised that this needs to be undertaken in co-operation and partnership.

## 6. Correspondence

Planning training by SALC– It is such an important topic, B.Paine believes that sending two people would be wise, this was the general consensus.

B.paine proposed that we send G.Osborne and D.Beswick to the planning training, seconded by I.Dibben, all in favour. **Action – K.Hatt to book the course.**

Transparency code training – E.Owen felt we didn't need it as we had some recently from SALC and it is more about background and why it is needed, there was general agreement.

Highways – G.Osborne reported the County Council has no money in its budget for the issue of speeding in the village so the issue will be shelved.

## 7. Finance

### 7.1 Finance report

<b>KPC Account</b>	Opening Balance 1.11.15	£4,793.67
	Net Cheque Balance	£964.00
	Transfer in	£0.00
	Closing Balance 30.11.2015	<b>£3,829.67</b>

<b>Savings Account</b>	Opening Balance 1.11.2015	£13,289.64
	Net Cheque Balance	£0.00
	Interest	£0.00
	Closing Balance 30.11.2015	<b>£13,289.64</b>

L.Moore has £10 to pay into the savings account

Budget – she will circulate a draft budget for each member to look at and feedback on before the precept setting in the next meeting. L.Moore will then collate the feedback and send it back before the next meeting.

Will this include the January quarterly? L.Moore will try but only a couple of months out, it's very near.

Put everything in your feedback that you require, and then it will be decided as a council. At the moment it is looking like we have overspent our precept by about £1500, this includes field, so a one off exceptional cost.

## 7.2 Cheque signing

Clerk Services – November	£75.00
Town and country garden services	£400.00
<b>TOTAL CHEQUE AMOUNT - December</b>	<b>£475.00</b>

## 8. Former Primary School sports field - sited at the (North West) junction of Mow Barton Road and Lower Road, and diagonally opposite the Village Hall.

Report given by B. Paine

The school field has reached a delicate stage of negotiations.

## 9. Citizens Advice Bureau

The council has received a request for a donation and we have previously donated £30. B.Paine has used CAB in the past and they have been extremely helpful, it didn't cost anything whereas a solicitor would. If we make a donation it was suggested to put something in the chronicle to make people aware. **Action – W.Elliott.**

I.Dibben proposed a £30 donation, seconded by W.Elliott, all in favour. **Action – K.Hatt to send the donation.**

## 10. Kingsdon Website

E.Owen explained that K.Hatt had cleared the lines to say E.Owen could talk to Hannah Carlisle regarding the website, she no longer is able to do freelance work. E.Owen has updated the chronicle and shop page.

E.Owen has now been given administrator access so she can look in all parts of site.

If you type in Kingsdon in google you don't find it, but if you put in Kingsdon village hall it is second on list. Elaine can look into keywords to possibly fix this. She will look at adding twitter and may be able to do this herself. Events - there is a bug in the system, you would expect to put them in date order but it's putting it in order that they are uploaded. It's a known bug in the system. There is an update but E.Owen doesn't think she has the capability to do this. An estimated cost is circa £500 for using a top class developer so best to use a junior developer, as essentially needs somebody who understands WordPress.

I.Dibben – had previously researched this, WordPress is difficult. He feels we should abandon this website and do an easier one that more people can handle.

E.Owen – it is difficult, but when last looked at, they are very cheap to set up but the maintenance cost ends up being expensive. As this one is out there, let's keep it up to date but not spend any more money on it yet. I.Dibben will look to see if he can find a cheaper, user friendly one.

Website called hall hire – can put details up for free to advertise the village hall.

E.Owen proposed that she applies for the transparency fund to purchase new equipment such as laptop, printer, scanner and external hard drive, and to pay for further website work that is needed, seconded by I.Dibben, all in favour.

**Action – I.Dibben and E.Owen – to look at websites, apply for transparency grant.**

## 11. Date of next meeting

Thursday 14<sup>th</sup> January at 7.30pm.

**The Chairman closed the meeting at 8.20pm**