

MINUTES

NEWTON ST LOE PARISH COUNCIL

Minutes of the Annual Meeting of Newton St Loe Parish Council held on Thursday 18 May 2017 at 7.15 p.m. in Newton St Loe Village Hall

Present: Parish councillors Mark Foster (Chairman), Hugh Gay and Kylie Light

Also in attendance: Clerk and one member of the public

MATTERS FOR DECISION

COU1/17: Election of Chairman

RESOLVED that Mark Foster be elected as Chairman of Newton St Loe Parish Council, to hold office until the next Annual Meeting of the Council

Mark Foster made and signed his Declaration of Acceptance of Office as Chairman.

COU2/17: Appointment of Vice-Chairman

RESOLVED that Kylie Light be appointed as Vice-Chairman of Newton St Loe Parish Council, to hold office until the next Annual Meeting of the Council

COU3/17: Apologies for absence

Apologies for absence were received from District Councillor David Veale

COU4/17: Declarations of interest

None

PUBLIC PARTICIPATION

COU5/17: Public participation

A member of the public initiated informal discussion of problems with parking in the village and reminded members of the discussion at the previous meeting.

It was suggested that:

- A meeting be arranged with Andy Williams at Bath Spa University to discuss what further assistance the University could give, and also whether University disciplinary arrangements could cover parking in the village
- Members and residents consider setting up a working group to draft a survey for residents

MATTERS FOR DECISION

COU6/17: Minutes of the Meeting held on 16 March 2017

The Minutes of the Meeting held on 16 March 2017 were confirmed as a correct record and signed by the Chairman.

COU7/17: Invoices and staff costs for payment

RESOLVED that the following invoices and staff costs be approved for payment:

- Iain Selkirk FCA, for internal audit 2016/17: £90.00
- Elaine Weightman, retiring Clerk, work undertaken April/May 2017: £186.50
- Elaine Weightman, retiring Clerk, expenses April/May 2017: £52.02
- Crispin Taylor MILCM (Clerk), total staff costs for May 2017: £175.10

COU8/17: Section 1 of the Annual Return for the year ended 31 March 2017 (the Annual Governance Statement)

Members considered Section 1 of the Annual Return (Annex 1) and noted that they were satisfied that the answer to each assertion was 'Yes'.

RESOLVED that Section 1 of the Annual Return be approved and signed by the Chairman

COU9/17: Section 2 of the Annual Return for the year ended 31 March 2017 (the Annual Accounting Statements)

Members considered Section 2 of the Annual Return (Annex 2) and noted that the Responsible Financial Officer had duly certified the Accounting Statements.

RESOLVED that Section 2 of the Annual Return be approved and signed by the Chairman

COU10/17: Appointment of Clerk and Responsible Financial Officer

RESOLVED that the appointment of Crispin Taylor MILCM as Clerk to the Council and Responsible Financial Officer, 16 hours per month, at a salary of Point 23 (pro rata) of the salary scales agreed between the National Association of Local Councils and the Society of Local Council Clerks, with effect from 20 April 2017, be confirmed

Members asked the Clerk to pass on their thanks to Elaine Weightman for all her work for the Council and their best wishes for the future.

COU11/17: Comments on planning applications

No applications received

COU12/17: Meeting dates for 2017/18

RESOLVED that meetings of the Parish Council be held on the following dates, all in Newton St Loe Village Hall at 7 p.m.

Thursday 6 July 2017
Thursday 21 September 2017
Thursday 16 November 2017
Thursday 18 January 2018

Thursday 15 March 2018
Thursday 17 May 2018 (Annual Meeting)

COU13/17: Subscriptions to outside bodies

DEFERRED until subscription renewal notices received

COU14/17: Restrictions on the use of equipment in the Recreation Ground

Members considered the need for restrictions on the use of equipment in the Recreation Ground but considered it would not be appropriate to restrict use to young people below a certain age, even if such a restriction could be enforced. However members considered it might be helpful if the Clerk put a notice in the Village Newsletter reminding residents that they should phone the police on 101 if there was improper use of the equipment or if there was excessive noise at night.

COU15/17: Dog fouling in the Quarry Orchard

Members noted that there was a continuing problem with dog fouling. Members asked the Clerk to put a notice in the Village Newsletter reminding residents that they could be subject to a fixed penalty if they did not clear up their dog's mess and either deposit it in a dog bin or take it home.

RESOLVED that Bath & North East Somerset Council be asked if they would empty an additional dog bin if one was installed.

COU16/17: Purchase of copier/scanner

Members noted that the previous Clerk had used her personal copier/scanner but that the new Clerk did not possess one although he considered one was essential for the performance of his duties. It should be possible to meet the full cost by a grant from the Transparency Fund administered by the National Association of Local Councils.

RESOLVED that the purchase of a copier/scanner be authorised subject to the full cost being met by a grant from the Transparency Fund

MATTERS FOR INFORMATION

COU17/17: Planning decisions

16/06167/FUL Main House, Bath Spa University Campus. Newton St. Loe. Bath. Removal of parking along frontage of Main House, creation of shared space, modifications to lawns, new pavement, relocation of existing pedestrian crossing, adjustments to parking demarcation, new and additional lighting columns, improved access to library buildings, adjustment of drainage and widening of an existing footpath. PERMIT

NOTED

COU18/17: Income and expenditure account from 1 April 2017 to 18 May 2017 (Annex 3)

RECEIVED

COU19/17: Maintenance issues

- Potholes at Pennsylvania Farm/Lane: Clerk to check state of play
- Litter bin at bus stop: Clerk to check whether it will be replaced

COU20/17: Future agenda items

- Co-option onto the Parish Council: Clerk to draft letter to businesses
- Report of working group on parking survey

Meeting closed 8.20 p.m.

Signed.....
Chairman

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