

Parish Council Barton St David

Clerk to the Council: Mrs Caron Potts
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Minutes of the Virtual Zoom Parish Council meeting held on Monday 22nd June 2020 commencing at 7.30pm.

Present: Cllrs Mr D Pye (Chair), Ms C Heron, Mr D Britton, Mr S Cabble

In Attendance: Mrs Caron Potts (Clerk)

District & County Councillors: Mr Charlie Hull and Mr Tony Capozzoli (apologies from Mr Dean Ruddle)

19 members of the public

Tribute to Peter Robinson

The Chairman David Pye paid a heartfelt tribute to Councillor Peter Robinson who has recently died. His passing is a great loss to not only the Parish Council but also to all the other organisation within the village he was actively involved with – the Village Hall committee, the history club, walking football and music club and more. His enthusiasm and kindness will be missed by everyone who knew him. Our sympathies go out to Penny and the family at this incredibly sad time.

One minutes silence was observed.

Public Question Time

Noted that the road drains at the bottom of Peacocks Hill are blocked. Action: Clerk to notify Highways.

Update of alternative access to Plotgate requested, Council had no information.

Reports from County and District Councillors

Cllr Capozzoli explained that a new online planning process has been introduced.

Cllr Hull confirmed that biodiversity was becoming a more importance consideration in planning. Also that match funding small scale grants are available for environmental projects, more details to follow.

7.53pm Cllr Dan Britton joined the meeting

Report from Speedwatch team - Speedwatch remains temporarily suspended.

Email report from Footpath Officer – still waiting for replacement double style between Blind lane and Copis Lane with hand gates and a handrail, contractors still not back to work.

Police Report – No reported crimes for Barton St David.

AGENDA

65.20 Apologies for Absence and to consider the reasons given.

RESOLVED: apologies were given by Cllr D Goodman (Vice Chair) – unanimously accepted.

66.20 Declarations of Interest.

Members to declare any interests they may have in agenda items. None

67.20 Exclusion of the Press and Public

To agree any items to be dealt with after the Public has been excluded from the meeting.
Not applicable

68.20 Minutes of Parish Council Meeting held on Monday 22nd May 2020.

To confirm and sign as a correct record, the minutes of the Parish Council Meeting held on the above date.

RESOLVED: Minutes agreed by all as a correct record and will be signed at a future date when safely able to do so.

69.20 Planning

1. New Applications - Responses by 26th June.

20/01329/FUL (revised application) OS 9121 At Butts Drove Gosling Street. The demolition of existing barn and the erection of a new dwelling.

RESOLVE: Majority decision (3 to 1) against approving this planning application.

20/01308/HOU Florins, Silver Street Barton St David. Replace existing garden room with a larger stone-built garden room to rear and erection of a single-storey extension to side of dwelling.

RESOLVED: Unanimous no objections.

20/00975/FUL (amended drawings moving dwellings to the North) Land North of Laurel Farm Mill Road. The erection of two detached two storey dwellings with associated access and parking.

RESOLVED: Unanimously against approving this planning application.

Cllr Hull suggested a proactive approach to try and protect specimen trees in the village by identifying, mapping and possibly trying to get TPO (tree protection orders) on them. Action Cllrs Heron and Britton.

2. Decisions

19/03424/OUT Marlins Main Street Barton St David. Outline application with all matters reserved for the erection of a two storey dwelling and garage with associated. Application refused. SSDC expressed surprise at this decision.

20/01033/HOU 12 Park Close Barton St David. Single storey side extension with pitched roof to form disabled bedroom and shower facilities. Application permitted with conditions.

3. Ongoing

a. Manor Farm development. Still no update, item to be removed from agenda until lockdown restrictions relaxed and the planning department is less busy.

b. Response to Mill Road letter to Patrick Flaherty, Chief Executive, SCC. Queries raised were passed on to Charlie Field, Strategic Manager, who replied - The Council has a large land holding, the cost of managing small fields however outweighs any potential income so where opportunities arise to capitalise we do so.

As to the specific points you raise

- 1) The Council can dispose of its property as it chooses fit. Auction is a commonly used method, on this occasion (a lot of the smaller sales are) a private sale was agreed with the neighbour on terms we considered the most advantageous to the Council.
- 2) The sale is not dependant on a planning consent, in the event the purchaser obtains planning there will be additional monies to be paid to the Council

70.20 Resolutions

1. Workplan update –

a. Telephone box update, the specific paint has now been sourced and work should commence at the beginning of July.

b. Defibrillator options and costs – see appendix for specification and quotes.

A constant electricity supply is available at the preferred village hall site.

RESOLVED: Proceed with Primary Supplies quote.

c. Wessex Water update and actions required

RESOLVED: Clerk to chase up report and keep information obtained so far on file.

d. Village Hall notice board area tidy up

RESOLVED: Unanimously agreed, Chair and Cllr Cable to visit site to determine what is required. Peter Farrant Chair of the Village Hall Committee requested a metal grill across the field gate. Philip Lettieri offered to supply the graded aggregate.

2. Membership of CPRE – The Countryside Charity, cost £36pa

RESOLVED: Unanimously agreed to join, Clerk to action.

3. Appointment of 2020/21 Parish Council representative to Village Hall Committee and review of Village Hall audited annual report and accounts

RESOLVED: No volunteers presently, agreed unanimously to carry forward

71.20 Actions from minutes not already covered / carried forward

Cllrs Heron and Goodman

1. Finalise Tree Policy – carry forward

Cllr Pye

1. Apply to SSDC for Area Designation approval – carry forward

FINANCE

72.20 Financial Risk Assessment 2020/21

Clerk outlined changes from previous assessment. RESOLVED: unanimously accepted

73.20 Council's Banking Arrangements:

1. Parish Council bank account: To resolve which bank the council will use.

RESOLVED: unanimously agreed to remain with TSB as internet banking is working well.

2. Appointment of Bank Account Signatories 2020/21: Members to appoint (at least) three signatories.

RESOLVED: unanimously agree for the of Chair, Vice chair and Clerk to remain as signatories.

74.20 2019/20 End of Year Audit:

1. Internal Audit report for 2019/20: To receive report and resolve on any recommendations.

RESOLVED: External report by Sara Saunders received and accepted.

2. Annual Governance Statement 2019/20: Members to resolve upon the response to the annual governance statement.

RESOLVED: Unanimously accepted

3. Annual Accounting Statement 2019/20: To approve the annual account statement.

RESOLVED: Unanimously accepted

4. Certificate of Exemption from a Limited Assurance Review.

To consider if the Council meets the qualifying criteria to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and to complete the certificate of exemption. RESOLVED: Unanimously accepted

5. Confirmation of Public Rights Period: The Clerk will confirm the dates for the public's rights to inspect the books and how this will work in a global pandemic.

RESOLVED: Unanimously accepted dates of 24th June – 4th August. Clerk to post all audit data on the website and send necessary documentation to External Auditors.

6. To review and update the Asset Register RESOLVED: Unanimously accepted, only change from last year was the addition on the telephone box – value £1, insured for £4500.

75.20 Accounts for payment -To review and approve a schedule of items of expenditure Clerks salary for June £304.48 (including expenses – ink cartridges £ 13.98, holiday pay and allowances). Clerk audit training SALC £25.External audit by Sara Saunders £100
RESOLVED: Unanimously accepted

76.20 Bank reconciliation

To agree the bank reconciliation figures against the bank statements. RESOLVED: Unanimously accepted

77.20 Income Received

Business savings account Interest received £20.64. RESOLVED: Unanimously accepted

78.20 Items for next meeting

Clerk to review Parish Council pages on the website ahead of accessibility changes.

Next meeting – Monday 27th July 2020 7.30pm, venue TBC – assume virtual

Actions arising / carried forward from this meeting

Clerk

1. Notify Highways of blocked drains on Peacock Hill
2. Notify planning department of Councils comments
3. Place an order for the defibrillator
4. Membership of CPRE
5. Parish Council representative to Village Hall Committee carry forward agenda item
6. Chase Wessex Water report
7. Post all audit data on the website and send necessary documentation to External Auditors.

Cllrs Heron and Goodman

1. Finalise Tree Policy
2. Identify and map specimen trees in the village

Cllr Pye

1. Apply to SSDC for Area Designation approval
2. Arrange site meeting with Cllr Cabble to discuss village hall noticeboard area

DEFIBULATOR SPECIFICATION AND QUOTES

Suggested specification

Assumed sited on external wall of village hall but could go in the telephone box.
 A locked, temperature controlled (heater kicks in at 5 degrees) stainless steel cabinet.
 Access by a security code obtained from 999 operator or given to trained likely users.
 Installation (recommended by a qualified electrician) requires a hole being drilled through the wall and connecting to a plug socket and wall brackets for the cabinet.

Factors to consider

Automatic or semi – conflicting opinions. Semi talks user through process and gives a countdown. Fully automatic, once pads are applied does everything required until additional assistance arrives.

Dual function pads (a switch makes single pads suitable for adults and children) or separate? Latter requires 2 sets of pads and replacements. The children's pads are only required up to 8 years old, they are much less likely to require the machine and using adult ones is better than nothing. Lots of organisations choose not to have separate pads.

Ongoing costs to replace pads when they have been used or are out of date and the battery.
 Training costs - either included, extra or just weblink and suggest sourcing locally.

Obviously, all training is suspended at the moment.

Issues

The cabinet is temperature control requiring electricity, it kicks in under 5 degrees which required a constant electrical supply – how can this be guaranteed in the village hall which is coin operated?

Is the telephone box a more central location? A cheaper cabinet could then be used and assuming the electricity is still connected BT will cover the cost.

BARTON ST DAVID - DEFIBULATOR COSTS AND QUOTATIONS, prepared for PC meeting 22 June 2020							
Supplier	London Hearts		Primary Suppliers		Andrew Deptford		
	Initial cost	Ongoing costs	Initial cost	Ongoing costs	Initial cost	Ongoing costs	
Defib model	SP1 IPAD semi auto		Rescue Sam fully auto		Heartsine fully automatic		
semi auto/fully	semi		fully		fully		
combined/adult or child (under 8)	yes		no		no		
Warrenty	10 years		8 years		8 years		
includes:							
AED Battery	y		y		y		
sets of pads	2		1		1		
starter kits	2		1		£15		
wall sign	y		y		n		
Pads	y		y		£60		
self-diagnostic tests	y		y		y		
<u>Additional costs</u>							
Battery life 3 - 5 years			£150		£171		£95
Pads life 24 - 36 months			£25		£145		£120
			£175		£316		£215
<u>External Cabinet</u>							
Locked & heated Stainless Steel							
Guarentee	10 years		10 years		10 years		
<u>Training</u>							
Initial Cost (includes £200 discount)	£1,425		1200 + Vat		1410 + Vat		
Running cost for 5 years			£175		£311		£215
Training	free for 50 people		extra £ 250 for 12 people		no, video link sent and suggests getting locally		
<u>Other costs</u>							
Fitting by electrician est	£75						
Annual electricity	£10						
Wall braket to mount cabinet							