

## BUCKLAND DINHAM PARISH COUNCIL

**Minutes of meeting at 7.30pm, Thursday 1 March 2018 in the Village Hall, Buckland Dinham (deep drifting snow outside!)**

**3401 Present:** Councillors Tamsin Aston, Will Phippen, John Reckless and Alan King

**3402 Apologies:** Cllrs Peter Corbett, Paul Sherrin and Viv Street

**3403 Minutes of the last meeting on 18 January:** Minutes of the meeting were agreed and signed

**3404 Code of Conduct - Declarations of Interest:** None

**Open Forum for the public and council:** The meeting was closed for this session and then reopened

<b>3405 Matters arising from the last meeting:</b>	<b>Action</b>
<p><b>1. Investigations into a traffic management scheme for Buckland Dinham-</b></p> <p>a. There was further discussion about the draft report prepared by Cllrs Reckless, Corbett, King and Street and agreement that, with a few minor additions, this was ready for initial circulation to Councillors Ham, Drewe and others. The clerk would find any further village traffic surveys to add to it</p> <p>b. The clerk had received revised costings from Dave Grabham for joining the new Somerset programme of Speed Indicator Device visits assuming the county council has sufficient take up from parishes to operate the programme in the new financial year. The cost per SID will be £100 per 2 week visit of the SID and there are choices about how many visits are funded in the parish and how many sites are used. After discussion council agreed that it was vital to continue monitoring speed in the village to have statistics from that monitoring available to support the case for road safety action. Our permanent, village owned, SID does not provide statistics to support that. Therefore it was provisionally agreed to request two visits per year at each of our current sites at a total cost of £400. The cost could be taken from any general expenditure remaining from this year's budget or from the £2200 put aside for replacement of the permanent village owned device. The clerk will notify Somerset of the provisional decision but further confirmation, including that on the allocation of the cost, will need to be made at the next council meeting as the information had been received too late to be included in this agenda</p>	<p><i>Cllrs Reckless, Corbett, King &amp; Street Ms Short</i></p>
<p><b>2. Progress with the emergency contacts list for the village</b> – Cllr Corbett to be asked to confirm completion at the next meeting. All council to make sure they have sent him the necessary phone numbers for inclusion</p>	<p><i>Ms Short</i></p>
<p><b>3. Playing field management situation and completion of the revised constitution</b> – The playing field committee are meeting on 21 March when it is hoped they will confirm their adoption of the new constitution</p>	<p><i>All</i></p>
<p><b>3406 Matters arising:</b></p>	
<p><b>1. Request from Somerset Association of Local Council to appoint a councillor to attend meetings</b> – SALC had postponed their meeting on this topic due to the low number of member councils responding. However they intend to ask for councils to appoint a member to represent them at a later date and councils had been urged to think about appointing one</p>	<p><i>All</i></p>
<p><b>2. Discussion of ideas for content of the Annual Parish Meeting in May</b> – Due to interest in keeping this meeting short because of the exceptional weather conditions, this topic was postponed until the next meeting. Ideas needed</p>	<p><i>All</i></p>
<p><b>3407 Clerks Report:</b> Also in the interest of reducing time because of weather conditions, those topics below that had already been communicated informally to council by email were not discussed but are recorded here for the record</p>	
<p>1. Mendip Planning had approved the following:-</p> <p>a. The retrospective application for extension and other changes at 8 Rogers</p>	

<p>Close</p> <ul style="list-style-type: none"> <li>b. The proposed work to a Lawson Cyprus at 9 Rogers Close</li> <li>c. The felling of a silver birch at Bell Cottage</li> </ul> <ol style="list-style-type: none"> <li>2. The Planning Inspectorate had dismissed the appeal against the decision by Mendip Council to refuse consent for work to be done to the Yew Tree by the church tower. A more thorough examination of the tree and its context was recommended by the inspector</li> <li>3. A new application for reduction of a horse chestnut by 30% at Glebe House had been received this week and will be dealt with out of meeting by the planning group of councillors</li> <li>4. The councils response to the consultation on Mendip Local Plan Part II had been submitted</li> <li>5. Further requests had been made to Highways to resolve the flooding issue on the hill. Major vegetation clearance was done w/e 3 Feb and further work with temporary sandbags and extra warning signs was added w/e 24 February</li> <li>6. Cllr Corbett and Aston had attended the meeting with planners in Frome on 6 February and Cllr Street intends to attend the one at Glastonbury on 15 March</li> <li>7. There is a Parish Forum on 19<sup>th</sup> April with new format</li> <li>8. Unite union is recommending that its members reject a 2% pay offer in 2018 and 2019. When agreement on a figure is finally reached the agreed figure will apply to all local council staff. Our budget is for only 1%</li> <li>9. Data Protection information is slowly coming in. Two letters about it had been circulated. The new legislation is still going through parliament and there is no decision yet on whether the clerk can be the Data Protection Officer. There is however agreement that it will be unrealistic for councils to be in a position to comply with the legislation in May and training will be offered over coming months. A "Tool Kit" had been received but not yet studied. Cllr Aston volunteered to look at this and take on the subject</li> </ol>	<p><i>Planning group</i></p> <p><i>Cllr Street</i></p> <p><i>Cllr Aston Ms Short</i></p>
<p><b>3408 Finance:</b></p>	
<ol style="list-style-type: none"> <li>1. The clerk was doing an audit of the new Financial Regulations to ensure compliance in all areas and will issue a list of any shortcomings found. Final agreement of the retyped document was postponed until the next meeting</li> <li>2. Precept request of £6999 had been submitted for 2018-19 as agreed. This was an increase of 6.67% on last year's precept and included the £195 extra agreed at the last meeting for potential data protection costs</li> <li>3. It was agreed (proposed Cllr Phippen, seconded Cllr Reckless) that the £100 charitable grant should be paid to the Dorset &amp; Somerset Air Ambulance. A cheque for this will be paid before the next meeting</li> <li>4. No internet transactions have been made since the last meeting</li> <li>5. It was agreed to pay the following before the end of March:- <ol style="list-style-type: none"> <li>a. Insurance for 2018-19 – The quote had not yet been received. The clerk will consult Cllrs Aston and Corbett (the other two signatories) on the figure before this is paid</li> <li>b. Clerks office costs June to March of £44.53</li> <li>c. Clerks salary £814.14 and PAYE £203.40 January to March, both expected to be within 10p either way of these figures</li> <li>d. The annual web site/ domain cost £300</li> <li>e. Outstanding computer service expenses (Cllrs Aston and Corbett will also be consulted on this one when the total due is received)</li> </ol> </li> <li>6. Cllr Reckless had checked the accounts to 31 December and found one error now corrected</li> <li>7. The clerk was progressing with the new audit arrangements required for 2018-19 and still needed to discuss new requirements with the internal auditor. This may involve a small increase in cost</li> </ol>	
<p><b>3409 Dates of next two meetings:</b> Agreed as normal meeting on 12 April and Annual Parish Meeting plus Annual Meeting of the Parish Council on 24 May. This meeting closed at 8.30pm</p>	