

# Priddy Parish Council

## Minutes

of the Parish Council held on **Wednesday 4th August 2021**  
at **7:00pm** in Priddy Village Hall

Present: Cllrs R Thompson (Chairman), C Dyke, A Keith, D Collier, three members of the public.

1. Apologies for Absence: Cllrs M Phippen and G Butterell, C Williams (parish clerk), Leann Chinnock, Avon & Somerset Police.

2. Declarations of Interest: there were no declarations of interest.

3. Public Forum: The Chairman adjourned the meeting to allow public participation.

A member of the public asked if the Council could resume circulation of the agendas and other notifications via the parish mailing list. Cllr Keith agreed to commence email notifications starting with the September meeting agenda.

4. Acceptance of Minutes of the Previous Meeting: the minutes of the Parish Council meeting held on 21/07/21 were signed as a true record.

5. Appointments:

(a) Vice Chairman acceptance of office - the form has been sent to Cllr Phippen – to be completed by the next meeting.

(b) Casual Vacancy due to the resignation of Lucy-Rose Wilkes – electoral services have confirmed that an election has not been called for, therefore a new councillor can be co-opted.

Amendments to the procedure were agreed. Subject to those, the procedure was adopted (agreed all). The Chairman to re-circulate the amended procedure and other information about the process.

6. Reports

(a) Somerset County Council – Cllr M Pullin – there was no report as Cllr Pullin was not present.

(b) Mendip District Council – Cllr Tom Killen – there was no report as Cllr Pullin was not present.

(c) Police Matters – Avon & Somerset Police: Leanne Chinnock has agreed to provide additional details about incidents as requested but has nothing to report up until August 3<sup>rd</sup>.

(d) PPLO – still vacant – refer to minute 9 (b).

(e) Traffic Calming Advisory Group – Cllr Collier reported that a meeting of the group is due to be held on August 11<sup>th</sup>. There are eight group members, three from the parish council, three active members from the community with two others willing to be involved when required.

7. Procedural Matters

(a) Adoption of parish council policies and procedures – as a new Code of Conduct is expected following Government organisation it was proposed and agreed by all to re-adopt the Code of Conduct dated 06/07/16.

Adoption of the NALC financial regulations dated 2019 is to be discussed at the next meeting.

(b) Training arrangements for parish clerk and councillors - the Chairman noted that Councillor essential training is available on 16<sup>th</sup> September. It was agreed that all councillors should attend if possible and that attending as a group in the Village Hall would be useful. All councillors to confirm if they are able to attend, Chairman to ask SALC about the booking arrangements. Cllrs Collier and Keith confirmed that they are booked on to Neighbourhood Plan training on 8<sup>th</sup> September. The Chairman noted that PPC is in credit of £25 in respect of training not undertaken earlier in the year.

(c) Document Retention Policy - it was proposed and agreed by all that the existing document retention policy be re-adopted subject to a procedural amendment to deal with the backing up and storage of electronic documents stored on the PPC's laptop. Cllrs Collier and Keith undertook to decide procedure and policy amendment.

The Chairman requested Cllr Keith to record the re-adoption of policies with dates on the website.

## 8. Planning

2021/1645/FUL - Change of use of residential annexe to a separate dwelling house

Councillors noted that the annexe is already functioning as a separate dwelling house and that this appeared to be a 'tidying up' exercise by Mendip District Council. At a vote all councillors supported the application. The Chair proposed to write saying that 'it seems reasonable to remove the conditions imposed by the Local Plan in this instance.'

## 9. Highways and Rights of Way Matters

(a) Byways and public paths report: the Chairman said there was no further information to report.

(b) Proposal to create a rights of way (ROW) group: the Chairman noted that residents and visitors valued the rights of way network, that the network appears to be in generally poor condition inaccessible to groups like the disabled ramblers and the situation was unlikely to improve in the absence of a PPLO. In any case the parish / network is too large for one person to survey, manage and carry out minor maintenance tasks. She noted that St Cuthbert Out PC had established an informal ROW group and proposed that Priddy PC do the same. A member of the public suggested having a 'walking' day with parishioners invited to survey and report on local paths and this in turn would encourage some to join a group. Councillors agreed with this proposal, the Chair to take this forward.

## 10. Clerk's Report

Statutory guidelines act of 2003 – Investments & Loans - the contents of this document had been highlighted at the previous meeting. It was noted from this and from the existing Financial Regulations that a strategy for the capital held on deposit is required. It was agreed by all that the public consultation is the first step to deciding an investment strategy with further discussion at the Finance Committee meeting in October.

## 11. Financial Matters / Assets

(a) Banking arrangements – Cllr Dyke reported that Nat West has promised to escalate the new arrangements which should be in place by August 14<sup>th</sup>.

(b) Removal of Top Green bin – Cllr Collier proposed to deal with this, this offer gratefully accepted (all).

(c) Proposal to pay the auditor an honorarium for undertaking the audit - £80. Agreed all.

(d) Proposal to pay the clerks expenses - £42.78. As the expenses were mostly in connection with a printer cartridge, this was deferred pending agreement to purchase the printer as it is no longer required by the clerk and could be used for council work. A member of the public offered a printer for council use, this was gratefully accepted, Cllr Keith to liaise.

## 12. Events

(a) Implement Sale / tractor run – Cllr Dyke reported that a meeting had been held with the various parties concerned with arrangements for the bank holiday weekend. These are in hand with the auctioneer, car park and steward arrangements, food outlets etc on August 28<sup>th</sup> and the animal service, village picnic, games and music on August 29<sup>th</sup>. Cllr Keith agreed to advertise the various events on the website and community page. Two members of the public present offered to help with stewarding – Cllr Dyke to liaise

with them. First aid support, Cllr Keith offered support subject to checking if her accreditation is up to date, Cllr Collier agreed to contact Mendip Cave Rescue to ask if they can offer support.

(b) Open air cinema – Cllr Butterell had advised that the cinema date has been confirmed as October 2<sup>nd</sup>. Councillors asked if a start time could be confirmed, then the event can be advertised. Cllr Butterell to advise.

(c) Village picnic / archaeology walk / tree / history trail – village picnic discussed as in 12(a) above. Cllr Keith is working on the trail details and will report at a later date.

### 13. Parish Council Initiatives

(a) Consultation with the parish – projects and investment – Cllrs Keith and Collier have launched an initial ‘what three things matter to you?’ consultation which can be found at <https://www.surveymonkey.co.uk/r/MB36PWX>

It was proposed and agreed that the survey should be advertised on the website and community site. In addition, it was proposed and agreed that to reach the whole parish, a flyer advertising the consultation plus the parish council vacancy and asking people to sign up to the parish council email list should be distributed to every household. The Chair offered to contact electoral services for an up to date electoral roll. All councillors present agreed to assist with distribution. A member of the public offered to advertise the consultation on the community WhatsApp group.

(b) Parish Plan – awaiting consultation analysis as above.

(c) Website Update – Cllr Keith reported that the new website will take over from the old website shortly. She also agreed to get website costs together for the budget approval in the Finance Committee meeting in October.

(d) Facebook Page – deferred for the time being.

### 13. Matters of Report

(a) Cllr Collier asked about the proposal to write to the owner of the New Inn. The Chairman advised that a majority of councillors considered that a site meeting and update on site would be more productive. It was agreed that she would phone the owner and ask for a meeting.

(b) Village green grass cutting. A concern regarding cutting too close to a wall had been raised. Cllr Collier offered to discuss this with the contractor. This was agreed.

(c) Somerset County Council reconnecting communities fund – details about the fund, which opens in September had been circulated – all council

### **14. Date of Next Meeting: Wednesday September 1<sup>st</sup> 2021 time to be confirmed**