



Draft Minutes of the Stoke Trister with Bayford Parish Council
Meeting held at The Bayford Mission Hall, Bayford Hill, Bayford,
Wincanton
Thursday 9th November 2023, 7pm

Present:

Cllrs N Linsley (Chair), M Grant (Vice Chair), J Garrett, M Robinson.
Somerset Council Cllr Lucy Timnell.

In attendance:

Clerk: K Fullerton and twelve members of the public

i. Public Forum:

- Somerset Council Councillor Mike Best attended the meeting in his capacity as Chairman to Somerset Council, to award the local postman, Derek Parnell, the Chair's Award for service to the community 2023. Derek was nominated for this award by the parish council for going above and beyond in his role as postman, to the immense benefit of the Stoke Trister with Bayford community.
- A member of the public and local farmer attended the meeting to respond to a parish council request to Highways to try to improve the flooded area along Love Lane. The farmer informed those present that the speedbump-like hump on the track along Love Lane was installed to stop excess water and mud from flooding the farmyard and blocking the drains. The track is privately owned by the farm owner. The farmer said he did not intend to alter the bump in the track. Members suggested installing a sign to warn pedestrians the water can get quite deep on the other side of the bump.

ii. To receive reports from Somerset Council Councillors

Councillor reports were emailed prior to the meeting. In addition, Cllr Trimnell updated the meeting on some current planning applications, including one relating to farm waste and a biodigester in Wincanton.

7:15pm Meeting opened.

1/23/72 To receive apologies for absence

Apologies received from Cllr Webb-Bowen.

2/23/73 To receive declarations of interest

None.

3/23/74 To agree the Minutes as a true representation of the matters discussed at the parish council meeting held on the 14th of September 2023.

RESOLVED: To approve the Minutes of the meeting as a true and accurate record of matters discussed.

4/23/75 Planning Matters

a) *To consider new planning applications:*

- i. Planning Application No.: 23/02397/TPO – The Gatehouse, Bayford Lodge, Bayford Hill, Wincanton, Somerset BA9 9NJ – Application to carry out tree surgery works to 2 no. trees as shown by South Somerset District Council (STTR 1) 2014 Tree Preservation Order.

RESOLVED: To support the application.

ACTION: Clerk

- b) *To note any other planning matters received since the agenda was prepared.*
None.
- c) *To note any planning decisions from SSDC*
 - i. *23/00652/FUL – Application permitted with conditions.*
 - ii. *23/01385/HOU – Application permitted with conditions.*
 - iii. *23/01886/S73A – Application permitted with conditions.*
 - iv. *23/02397/TPO - Application permitted with conditions.*
 - v. *23/01805/HOU - Application permitted with conditions.*

5/23/76 Highways

- a) *To discuss any issues with the Speed Indicator Devices (SIDs) and any maintenance work required.*
 - i. *To receive a proposal (NL) to purchase a second set of batteries for each SID.*
RESOLVED: To purchase a second set of batteries for each SID. **ACTION: Clerk**
- b) *To note progress on the insurance claim relating to the damaged 'Riding Gate' sign.*
RESOLVED: Not to file an insurance claim due to the potential adverse effect on next year's insurance premium. Members agreed it was not appropriate to purchase a replacement sign in the current financial climate.
- c) *To note any road safety issues.*
None.
- d) *To record road closure notice(s)*
None.

6/23/77 Footpaths

- a) *To receive a report from Cllr Garrett*
Members thanked Cllr Garrett for her informative and detailed footpath report. Cllr Garrett has secured promises from Somerset Council to carry out the repair works requested. Cllr Garrett has designed a local footpath guide handbook and asked Members to consider printing twenty of the handbooks, to make available to the public. The guide could also be made available on the parish council website and on Facebook.
RESOLVED: To print twenty footpath handbooks. **ACTION: Cllr Garrett, Clerk.**

7/23/78 Financial Matters

- a) *To receive a quote from Superplants for the supply and installation of a Christmas tree - £145.00 + VAT.*
RESOLVED: To purchase the tree at £145.00 + VAT. Tree to be installed early December. Cllr Robinson volunteered to decorate the tree.
- b) *To receive a grant request from The Citizens Advice Bureau.*
RESOLVED: To grant the sum of £25.00 to The Citizens Advice Bureau. The Clerk was asked to enquire the number of parishioners using the most local surgery, to consider alongside next year's grant request (if a request is received). **ACTION: Clerk**
- c) *To receive a quote to repair the broken bench – Cllr Linsley*
Cllr Linsley clarified there were two benches in need of repair and should have the repair or replace quotes available for consideration at the January meeting. **ACTION: Clerk**
- d) *To receive an updated quote from Payman for payroll services 2024/25*
RESOLVED: To accept the new price from April 1st, 2024.
- e) *To receive a recommendation from the Staffing Committee regarding the Clerk's basic hours.*
RESOLVED: To increase the basic clerk hours from 21 to 25 per month, the increase of 4.5 hours being the monthly holiday accrual due. Members agreed to pay the holiday

accrual to date in the November salary. Additionally, the NALC paycales for 2023/24 have been received and Members noted the cost-of-living increase of £1/hour, backdated to the 1st of April 2023.

ACTION: Clerk

f) *To receive a bank reconciliation for all parish council accounts.*

Received. Showing a total capital balance of £44,024.37 as of 3rd November 2023.

g) *To receive the year-to-date expenditure figures from the RFO and compare them to the budget.*

Members considered the year-to-date expenditure, which largely fell within the current budget provision, except for salaries which was over budget due to the recruitment of a Locum Clerk and subsequently, the employment of a permanent replacement Clerk.

h) *To consider the draft budget for 2024/25 provided by the RFO and add in any potential new project costs.*

Members considered the draft budget presented by the RFO. Some adjustments were made and a provisional expenditure budget figure of £12,323.90 and estimated earmarked reserves of £34,564.40 plus £9691.70 contingency reserve was agreed upon. The figure will be presented to the January parish council meeting for resolution.

i) *To calculate the precept request figure for 2024/25*

A draft precept figure of £11,500 was agreed upon, to be confirmed at the January 2024 meeting once the updated tax base information has been received.

j) *To seek a resolution to make the following payments:*

i. *K Fullerton – Clerk salary September 2023 - £309.20 PAID 28/9/23*

ii. *K Fullerton – Clerk salary October 2023 - £309.20 PAID 28/10/2023*

iii. *K Fullerton – Clerk salary November 2023 - £TBA (Clerk to make pay adjustments as per agenda item 7e above and report to the January meeting).*

iv. *K Fullerton – Clerk expenses and mileage October and November - £123.39*

v. *SALC Affiliation invoice 2023/24 - £100.09*

vi. *Information Commissioners Office – GDPR/Data Protection annual fee - £40.00*

RESOLVED: To make the above BACS payments.

ACTION: Clerk, Cllr Linsley

8/23/79 Grass Keep Tender (Leigh Common) April 2024

Members asked the Clerk to arrange the Blackmore Vale Magazine advertisement for the Leigh Common Grass Keep 2024. Also, to confirm the payment has been received in full for the 2023 tender.

ACTION: Clerk

9/23/80 Defibrillator – to receive a report from Cllr Garrett

Cllr Garrett confirmed she has now submitted the grant request to fund the purchase of another defibrillator in the parish. Members congratulated Cllr Garrett on her progress with this project.

ACTION: Cllr Garrett

10/23/81 To receive correspondence

a) *Fire Services Consultation closes 30th November 2023.*

Noted.

b) *Community Review Project*

Noted.

c) *Armistice Day*

Noted.

14/23/82 To note items for the next agenda

- To invite PCSO Mya Greenfield to the January meeting
- Confirm precept in January 2024
- Confirm budget in January 2024
- Quotes for two benches – repairs/replacements

ACTION: Clerk

Chairman's signature: _____ Date: _____

15/23/83 To note the date of the next meeting
11th January 2023, 7pm, Mission Hall, Bayford

Meeting closed at 20.53.

Chairman's signature: _____ Date: _____