

## Minutes of the Meeting of Brewham Parish Council held at Brewham Village Hall on Tuesday, 9<sup>th</sup> May 2023

**Present:** Robert Jackson (Chair), Richard Hiscock, Eddie Harper, Christopher Saxton & Patricia Stainton

**In attendance:** Sue Price (Clerk) and three members of the public.

The Chairman welcomed everyone to the meeting.

1. **Apologies for Absence:**  
Apologies for absence had been received from County Councillors Lucy Trimnell & Tom Power.
2. **Declarations of Interest:**  
Richard Hiscock declared an interest in item 6ii, a.
3. **Election of Chairman of Brewham Parish Council for the year 2023/24:**  
Patricia Stainton proposed that Robert Jackson be elected Chairman of Brewham Parish Council for the year 2023/2024. This was seconded by Richard Hiscock and agreed unanimously. Robert Jackson then signed the declaration of acceptance of office.
4. **Election of Vice-Chairman of Brewham Parish Council for the year 2023/24:**  
Christopher Saxton proposed that Richard Hiscock be elected Vice-Chairman of Brewham Parish Council for the year 2023/24. This was seconded by Robert Jackson and agreed unanimously. Richard Hiscock then signed the declaration of acceptance of office.
5. **Minutes of the Meeting held on 14<sup>th</sup> March 2023:**  
The minutes of the meeting held on 14<sup>th</sup> March 2023 were unanimously approved as a correct record and signed by the Chairman.
6. **Matters Arising:**  
There were no matters arising that would not be dealt with elsewhere.
7. **Financial Business:**
  - i. **Financial transactions:**  
The financial transactions for the period 14<sup>th</sup> March-8<sup>th</sup> May 2023 were as follows:

Bank balances brought forward at 14 <sup>th</sup> March 2023	£4,444.26
<u>Expenditure:</u>	
Stuart Turnbull – website hosting and domain renewal for 2 years	£111.86
Clerk’s salary and PAYE	1000.00
Water-2-Business – churchyard tap (agreed payment by email)	126.22
 <u>The Fund balances at 8<sup>th</sup> May 2023 were therefore:</u>	
General Fund	£1637.66
Burial Ground Fund	68.52
Reserve Fund	1500.00
 <u>Represented by Bank a/cs:</u>	
National Savings Bank Investment a/c	£852.43
Lloyds Bank Treasurers a/c	2353.76
 <u>Bank balances carried forward at 9<sup>th</sup> May 2023</u>	 <b>£3,206.18</b>

- ii. The Clerk requested payment of the following:

Gallagher – Annual insurance renewal - £411.87

Graham Kimber – 1<sup>st</sup> mowing of Burial Ground - £500.00

Brewham Village Hall Committee – Hire of Village Hall for 2023/24 meetings - £65.00

**It was unanimously agreed** that these invoices be paid.

- iii. Review of Risk Assessment:

The Clerk had updated the risk assessment for the current year for approval by Councillors. **It was agreed** that the risk assessment was adequate and it was re-adopted unanimously.

- iv. Certificate of Exemption for the year ended 31<sup>st</sup> March 2023

Because the annual income/expenditure is less than £25,000 the accounts do not have to be externally audited unless we wish to pay for this. In the last two years it was agreed that because the accounts are still prepared in the normal way as if they were to be submitted, are internally audited, posted on the website and everything is available for anyone to scrutinise for at least 30 working days, that this was not a necessary expense. **It was agreed** that unless there were any queries or requests an external audit was not a necessary expenditure and **it was unanimously agreed that the Chairman should sign this and the Clerk submit to PKF Littlejohn.**

- v. Renewal of Insurance

The Clerk had obtained quotes for insurance and the current cover provided by Hiscox Insurance, via Gallagher, was the best although the cost has risen to £411.87. **It was unanimously agreed** that the insurance be renewed.

- vi. Annual Governance Statement for the year ended 31<sup>st</sup> March 2023:

The Chairman took members through the Annual Governance Statement and **it was agreed** that the Council could answer 'Yes' to each of the statements contained in this statement apart from the reference to the Council as the sole trustee of a trust fund or assets as this statement is not applicable. **The Governance Statement for 2022/23 was approved unanimously and signed by the Chairman.**

- vii. Statement of Accounts for the year ended 31<sup>st</sup> March 2023:

Copies of the accounts had been circulated. They had once again been internally audited by Charlie Lane.

There were no queries and the **Accounting Statements for 2022/23 were approved unanimously and signed by the Chairman.**

The Parish Council expressed their thanks to Ric Rogers for carrying out the internal audit.

## 6. **Planning Applications:**

- i. **Decisions on applications already considered by the Parish Council:**

- a. 22/01688/FUL - Land OS 0006, Gladwill Farm, North Brewham, BA10 0JS – Application for change of use of agricultural hard standing to allow for siting of mobile showman's wagon trailer conversion for holiday let accommodation. Decision awaited.
- b. 22/03355/OUT – Hillcrest, Charcroft Hill, Brewham, BA10 0LE – Outline application for the erection of a detached dwelling with all matters reserved (renewal of planning consent 19/02837?OUT, permission granted 18<sup>th</sup> February 2020). Decision awaited.
- c. 23/00184/COL - application for a Lawful Certificate for the existing use of an Artist Studio on Land adjacent to Border Lodge, Hammer Street North Brewham. Decision awaited.

d. 22/03514/FUL - Jerrards Farm, Hammer Street, Brewham, BA10 0JG – to cover an existing concrete yard used feed loading area for dairy cattle. Application approved.

ii. **New applications for consideration:**

a. 23/00780F/FUL – Picketts Farm Bungalow, Bedlam Green Farm Lane, BA10 0LP – Construction of an agricultural umbrella building to cover an open cattle loafing and collecting yard to reduce fouled storm water run-off. Having declared an interest, Richard Hiscock left the meeting. Councillors had no comments and were happy to support this application.

The Clerk reported that the application for change of use at Swanton Farm is still to be received. She had not heard anything about whether planning permission had been sought for what appear to be commercial buildings which have been constructed at Gladwill Farm.

7. **Burial Ground, Churchyard, Common Land and Village Amenities:**

David Nye reported that the sheep had been put back in to try and stop the grass growing too much in order to make it easier to cut at the end of the season. His mowers are not working and so he had asked Graham Kimber to cut the footpaths. There are a lot of cowslips flowering. Wilder Churches, a joint initiative between Somerset Wildlife Trust and the Diocese of Bath & Wells, are holding a ticket only 'Introduction to Wildflower Identification' in the Churchyard and Burial Ground on 27<sup>th</sup> June. The vicar had advised that the Parish Council should have sought permission before siting the Platinum Jubilee bench in the closed Churchyard.

The Parish Council had accepted the quotation from Mr Maistrello and he had planned on a couple of occasions to come and carry out the work to the two yew trees but then thought the weather conditions were not safe. When he finally arrived to do the work he found two rook's nests and so the work has now had to be delayed until August.

**It was unanimously agreed** that the Clerk should go ahead and ask Mr Sunderland to register the Burial Ground land belonging to the Parish Council. This will cost in the region of £50.

Graham Kimber has started mowing the Burial Ground and the Clerk has asked him to ensure that when he strims he does not leave grass all over the graves, in particular the ones for cremated remains along the front.

We have had a temporary defibrillator outside the Village Hall while our own was being serviced and this was meant to be delivered today but the wrong one was sent and Eddie Harper is trying to sort out where the one belonging to Brewham has got to.

Thanks go to Julie Hoskins and Jo Vooght for arranging a Coronation picnic and to the Village Hall Committee for a very well attended Coronation afternoon tea in a beautifully decorated Village Hall.

8. **Roads:**

a. **Outstanding matters:**

The Highways Department continue to mend potholes throughout the Parish and there are a number which are already marked for repair. Network Rail needed access to the railway on Pinkwood Lane and removed a huge amount of fly tipping from the gateway. They are still working there so nothing further has been dumped for the time being at least.

The culvert in Street Lane has become very dangerous but the Council have this in hand to repair and it will be a big job necessitating the closure of the road.

Drains continue to be blocked although this has been reported and thanks to Nick Castle for his work in clearing some of them in the village.

Following Robert Gulliford's query about the large lorries using Hassocks Lane, Eddie Harper had spoken to the firm involved and the light at the Old Red Lion which had been shining into the road has been adjusted to shine over the car park.

b. New matters:

The Clerk will again report the poor surface at Border before the entrance to Cooks Farm and following the huge amount of rain which has fallen today there will no doubt be other matters to report.

9. **Footpaths & Bridleways:**

a. Outstanding matters:

There has been no progress on the outstanding blocked footpath at Swanton Farm, the broken bridge on Cards Farm land or the broken stiles on other footpaths in the parish. The Clerk will continue to chase the Footpaths Officer.

10. **Report from County Councillors:**

Tom Power had sent a report which the Clerk had circulated to Councillors and the main points were highlighted.

11. **Report from the Police:**

The Clerk had not received a report from the Police .

12. **Dates of future meetings:**

The next meeting of will be held on Tuesday, 11<sup>th</sup> July.

Meetings for the remainder of the financial year will be held on Tuesdays, 12<sup>th</sup> September & 14<sup>th</sup> November 2023 and Tuesdays, 9<sup>th</sup> January & 12<sup>th</sup> March 2024.

13. **Open Forum:**

There were no further questions or matters anyone wished to raise and there being no further business the meeting closed at 8.05pm.

These minutes were unanimously approved and signed as a correct record by the Chairman at the meeting of Brewham Parish Council on Tuesday, 11<sup>th</sup> July 2023.