

**Minutes of Camerton Annual Parish Council Meeting on Wednesday 5 May 2021 at 7.30 pm at Purbeck Stables**

**Present:** Councillors: C Taylor, Cllr Hutton, Cllr H Edwards, Cllr B Edwards, Cllr Sangan, Cllr Collins (District Cllr M McCabe **Clerk:** Kathryn Manchee and 1 parishioner

**1. Apologies for absence**

District Cllr Neil Butters. Cllr Hutton took the chair.

**2. Election of Chair**

It was unanimously resolved that Cllr Taylor be re-elected. Unanimously approved.

**3. Formal Declaration of Acceptance of Office by Chair**

The chairman signed the declaration of office. Cllr Taylor took the chair.

**4. Election of Vice Chair**

It was unanimously resolved that Cllr Hutton be re-elected vice chair.

**5. Formal Declaration of Acceptance of Office by Vice Chair**

The vice chair signed the declaration of office.

**6. Declarations of interest and Dispensations**

None.

**7. Review and Confirm or Amend Standing Orders and Financial Regulations**

It was unanimously resolved that the standing orders and financial regulations stay as is.

**8. Review and Confirm or Amend the Website Accessibility Statement**

It was unanimously resolved that the website accessibility statement stay as is.

**9. Review and Confirm or Amend the GDPR Documentation**

It was unanimously resolved that the GDPR Documentation stay as is.

**10. Review and Confirm or Amend Payroll Arrangements**

It was unanimously resolved that the parish council continue to use DM Payroll Services for its payroll.

**11. Review and Confirm or Amend Banking Arrangements and Bank Mandate**

It was unanimously resolved that the banking arrangements and bank mandate stay as is i.e. the approved signatories to be Cllr M Hutton, Cllr H Edwards, Cllr Taylor and Cllr Collins.

**12. Review and Confirm or Amend Clerk and RFO's Contract**

It was unanimously resolved that the clerk and RFO continue to be employed on the same contract as is.

**13. Review and Confirm or Amend Sweeper's Contract**

It was unanimously resolved that the sweeper continues to be employed on the same contract as is.

**14. Appointment of Internal Auditor**

It was unanimously resolved that the internal auditor be reappointed.

**15. Parish Council Representative Reports 2020 2021- Camerton Community Hall, Environment Enhancement, CBLNR, Neighbourhood Watch and Rural Transport Group**

Written reports were circulated prior to the meeting.

**16. Appointment of Parish Council Representatives to Camerton Community Hall, CBLNR, Environment Enhancement, Neighbourhood Watch Rural Transport Group**

It was unanimously resolved that the existing representatives be reappointed.

**17 Parishioners Matters**

A possible future enforcement issue was flagged up.

**17.1 CBLNR** Cllr Collins is still waiting to hear back from Glendale about finishing the work and the final sign off

**17.2 Progress Report on Tackling Litter/Fly tipping on land at Cam Brook Close** A site meeting with Curo and BANES was held. After this meeting BANES has removed the heavy and dangerous items. A Community Clear

Up Event to remove the rest is to be held on 29 May commencing 11.00 am has been arranged. Ward Cllr M McCabe to be sent an invite to this.

#### 18. Minutes of Meeting Held April 22

The minutes of the meeting held on April 22 having been previously circulated were unanimously resolved as a true record of the meeting. To be signed by the chair at a later date.

#### 19 PARISH COUNCIL MATTERS

None.

#### 20 FINANCE

**20.1 Approval of Insurance Renewal** It was unanimously resolved to renew with BHIB. An alternative quote was not sought because the premium is the same cost as last year and in light of the excellent service received over the recent dispute with a maintenance supplier.

**20.2 Approval of Risk Assessment.** The risk assessment including details of the insurance renewal having previously been circulated to councillors was unanimously approved.

**20.3 Approval of Asset Register** The asset register unanimously approved.

20.4 Payments for Approval.

Payments to Ratify

26 April	Standing Orders	Net April Salaries for clerk and sweeper	£1104.77
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Increased amount is because less tax due to HMRC due to new tax code for clerk and increase in national minimum wage from April 1. Note individual salary amounts not specified here for confidentiality reasons.

5 May	Telephone Banking	Insurance Renewal	£330.25
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Approved.

**20.5 Financial Report** The balance of funds as at 5 May is £19,770.44. Actual against Budget for 2020 2021.

For the twelve months 1 April 2020 to 31 March 2021 total receipts were up £1,235 compared to the budget and total expenditure was up £7,986 compared to the budget. However if you remove the £7046 CIL Funds from the expenditure then expenditure was up by £940 compared to budget. This resulted in a deficit of £983 compared to a budgeted deficit of £1278.

**20.6 Approval of the Annual Governance Statement 2020 2021** Unanimously Approved.

**20.7 Approval of the Accounting Statement and supporting information 2020 2021** Unanimously Approved.

**20.8 Notification of Public Inspection Dates relating to the Annual Accounts 2020 2021** The period for public inspection will be between Monday 14 June 2021 and Friday 23 July 2021.

**20.9 Approval of List of Transactions over £100 2020 2021** Unanimously Approved.

**20.10 Approval of Annual Statement on Community Infrastructure Levy Funds 2020 2021** Unanimously Approved.

#### 21 HIGHWAYS, RIGHTS OF WAY & ALLIED MATTERS

##### 21.1 Update Highway Related Matters

The 20 mph signs on the road on Durcott Lane will be repainted. The Red Hill topographical survey has been commissioned.

**21.2 Progress Report on Bollards by the School** Bollards have been cut off but need removing completely and replaced with a painted white line. Ward Cllr McCabe to progress.

**21.3 Progress Report on Addressing the Parking at Durcott Lane/Radford Junction** Following a site meeting double yellow lines will be put in place at this location but not until next year. While there is a requirement for consultation the safety issue at this location takes precedent.

**21.4 Update Public Rights of Way** Nothing to report

#### 22. PLANNING

22.1 Reports of BANES Planning Decisions

Planning Application 21/01097/VAR : Land between Homelands and 10 Camerton Hill: Variation of condition 6 (plans list) of application 20/00395/RES (Approval of reserved matters with regard to outline application 17/00299/OUT (Erection of 1no. single storey dwelling (Resubmission) PENDING DECISION

Planning Application REF 21/01413/FUL Hawkesbury House Skinners Hill Erection of front porch Consultation PENDING DECISION

**22.2 Planning Correspondence and other planning related matters** The clerk and the chairman attended a planning policy webinar on the local plan partial update.

#### 24 Reports by Clerk/Councillors

**Cllr B Edwards** – The Think Bike Sign has been repaired. The other signs on the A367 are in the process of being

repaired.

**Cllr H Edwards** – buying plants for some of the planters.

**24 CORRESPONDENCE**

None.

Date of next parish council meeting – in light of the return to physical meetings it was agreed that the June July and September meetings would all be held in the hall but on a Thursday evening rather than the normal Wednesday. Therefore the new meeting dates will be June 17, July 22 and September 9.

The meeting closed at 8.30 pm

Date: ..... Signature: ..... Cllr Taylor (Chairman)