Keinton Mandeville Parish Council

Minutes of a meeting of the Parish Council meeting held on

**Tuesday 07 November 2023 at 1930** at Keinton Mandeville Village Hall

Present: Mr T Ireland (Chair), Mr T Ryder , Mrs C Calcutt, Mr C Lane, Mr K Sturgess and Mr K White

In attendance: Kaye Elston (Clerk) and County Councillor Dean Ruddle (until 1945) and 6 members of the public.

**Public session**

* **23/02022/FUL Garden at the rear of Mathias House, High Street, Keinton Mandeville, Somerton TA11 6DZ Amendment to planning** – Mr and Mrs D Ruddle spoke to advise on the amendments they have made to their planning application. They have reduced the width and height of the original planned building alongside moving it further back from the boundary. The garage has also been reduced in height.
* Question raised of when is Remembrance Day service being held – the laying of the wreath will be on Friday 10 November at 1050. Mr Ryder will action this.
* Happy Tracks – plans to paint the gate and the fences and would like to help for a contribution with this. Also thinking about the general maintenance of the flower beds and potentially need to ask who could do this and then potentially some funding for this service.

Longer term there are plans to landscape the flower meadow. Clerk to check if any permissions are required.

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| **23/24/173** | **Apologies.**   * None as all councillors were present. | |
| **23/24/174** | **Declarations of interest**   * Planning application 23/02022/FUL – Mr C Lane and Mrs C Calcutt declared an interest. * Grant request for Tabletop Games club – Mr C Lane declared an interest. | |
| **23/24/175** | **County Councillor Report (Mr D Ruddle)**   * Somerset Council continue to find their financial circumstances. * Parish and Town councils will be receiving a letter from Somerset Council outlying the opportunities for them to take over some of the non-statutory services that they currently supply. This could range from emptying bins to cleaning gullies. | |
| **1945** | Councillor D Ruddle left the meeting | |
| **23/24/176** | **Minutes of the last meeting held 05.09.2023 and actions arising**   * Mr White has sent through some spelling amendments which will be completed after the meeting tonight. * Minutes agreed to be a true and accurate record. Chair signed them. * Actions:   **23/24/148** Vote of no confidence in Somerset Council for planning application **19/02211/OUT** – letter sent to Chair of Somerset Council and chair of Planning Committee. **COMPLETED**  **23/24/156** – s106 funding. There has still been no further response from Somerset Council so it was agreed to email once more with a deadline date and if there is no response then a Freedom on Information request will be submitted. **ONGOING**  **ACTION: Clerk**  **23/24/159** – request for ranger to adjust the gate to Happy Tracks to be slower closing. Unfortunately the ranger cannot do this and therefore another contractor will need to be sourced.  **ONGOING**  **23/24/160** – Exploring a new website. **ONGOING**   * Winners of garden completion in the summer – this will go into the next parish magazine.   **ACTION: Clerk** | |
| **23/24/177** | **Planning applications**   * **23/02022/FUL Garden at the rear of Mathias House, High Street, Keinton Mandeville, Somerton TA11 6DZ** – amendments made to original planning request. Councillors welcomed the amendments and were in agreement with them.   ***Proposed: Mr T Ryder***  ***Seconded: Mr K Sturgess***  ***4 councillors agreed and 2 abstained.***   * **23/00026/HOU and 23/00027/LBC The Tithe Barn, Queen Street, Keinton Mandeville, Somerton TA11 6EG** – Discharge of condition No 4 (windows and doors). **Neutral.** Councillors decided not to comment as planning consent already granted. | |
| **23/24/178** | **Determination of Planning**   * **22/02383/FUL Land at Lake View Quarry, Chistles Lane, Keinton Mandeville, Somerton TA11 6EX** – Discharge of Conditions Nos 7 (Landscaping Management Plan) and 8 (External Lighting). | |
| **23/24/179** | **Other Planning Matters**   * **19/02211/OUT Land OS 9987 Queen Street, Keinton Mandeville, Somerton** – Residential development of 9 dwellings with all matters reserved expect access. **Agreed** **Somerset Council**. There are been various emails requesting confirmation if a decision has been made to present this to the Area Panel but there are conflicting emails from Somerset Council to determine if this has happened or not. Unfortunately the parish council do not have possession of the traffic report yet which could have supported a review due to increased traffic and potential safety concerns in the area. Once the S106 Agreement is completed and approval is published then there are six weeks in which to lodge a judicial review if the parish council do not believe the correct process has been followed. Clerk has approached Norton St Philip parish council to explore the potential of a judicial review as they have been successful in such a review. Mr Ireland and Mr Ryder to meet with/hold discussions with the chairperson at Norton St Philip.   **ACTION**: **Mr T Ireland and Mr T Ryder**   * Neighbourhood Plan update – Mr Ryder reported that there are a number of sections written in draft form and approximately 50% has now been drafted. Mr Ryder has estimated that the first Referendum will take place in Spring 2024. | |
| **23/24/180** | **Environmental Champion Update**   * Working on an adopted scheme for trees. * Planning ecology survey for the village and looking for volunteers to complete this. * Wild flower planting around the village to hopefully happen before the end of November. | |
| **23/24/181** | **Finance and Payments (RFO – Clerk)**  Resolved: It was proposed and unanimously agreed to approve the following payments  201265 KMVH (table top games)  201266 SALC Ltd (training)  201267 KMVH (lease of Happy Tracks)  201268 Honeymead Garden Society (grant)  201269 TEEC Ltd (website annual fee)  201270 Kaye Elston (clerk expenses)  201271 Kaye Elston (clerk salary)  201272 HMRC (PAYE)  201273 SALC Ltd (training)  201274 Play UK (Playgrounds)  201275 Albert Goodman (PAYE fees)  201276 SALC Ltd (training)  201277 Moorlock Signs Ltd (grant) | £  21.00  25.00  300.00  150.00  151.19  15.00  243.80  61.00  25.00  384.00  180.00  50.00  222.46 |
| **23/24/182** | Receipts  None |  |
| **23/24/183** | **Review of Accounts.**  The balance on the bank accounts as follows:  Community Account £1,000.00  Business Premium £57,741.36  Business Premium £5,177.08 | |
| **K** | **Other finance matters**   * Planned spending for Reserves – awaiting outcome for Traffic Survey. * Section 106 funding – still no updates from Somerset Council through the clerk. Councillors were in agreement to email Somerset Council once more and advise that if they are not sent the information they have requested then the parish council will submit a Freedom of Information request.   **ACTION: Clerk**   * Precept request – clerk advised that Somerset Council will not be providing information this year which provides details of the number of properties in each band, which can then provide a way of calculating how much the cost would be to local residents. Then the parish council can calculate how much an increase in the precept request would be as an additional cost to council tax payers. Another consideration when setting the precept this year will be the financial condition of Somerset Council as this will impact on what services they will continue to provide and what services the parish council may need to consider funding themselves. It was agreed that the parish council would await the letter from Somerset Council referenced by Councillor Ruddle as it could help inform financial requirements at a local level.   Precept requested for 2023-24 was in the sum of £20,280. | |
| **23/24/185** | **Grant requests**   * Honeymead Garden Society request for £150 – this was granted at the last meeting and the clerk was waiting for payee details. These have now been received. * Keinton Mandeville Playing Field – clerk has received a request for £1000 for the committee to be able to purchase a shipping container as their previous one has now been scrapped.   Councillors were advised that their grant budget for 2023-24 has now all been allocated but it would be possible to considering using s106 funding. Councillors have requested that the committee submit three quotes. Clerk to request quotes.  **ACTION: Clerk**   * Keinton Mandeville PSA – two grant requests, one for two sheds for storage and the other for two library corners for the classroom. Councillor were conscious of the previous request and that the grant budget for 2023/24 has been used but again were prepared to consider using s106 funding. Councillors also concerned that the library corners may only be temporary measures as the school while the new classroom is built. Clerk to respond and advise that the council will reconsider library corner request when the building work has been completed and would like three quotes submitted for the sheds. Clerk to advise.   **ACTION: Clerk**   * Signage for speedwatch – quote has been received in the sum of £222.46 which councillors accepted.   ***Proposed: Mr C Lane***  ***Seconded: Mr K White***  ***All councillors in agreement***  Clerk to place the order.  **ACTION: Clerk**   * Tabletop Games grant request – request has been made for the parish council to continue to pay the hire costs of the hall for another year. Councillors were in agreement.   **Proposed: Mr T Ireland**  **Seconded: Mrs C Calcutt**  **5 Councillors in agreement and 1 abstention**  Clerk to confirm the request to Viv Lane.  **ACTION: Clerk**   * Big Breakfast Club – thank you received for paying the public liability insurance. * KMPS Gardening Club – thank you received from Katie Hooper for the grant to purchase the water butts. | |
| **23/24/186** | **Highways.** Consider the following and agree any actions arising:   * Fingerpost installation update – clerk still chasing an update. * Damage to grass verges on Barton Road – this following the work of Gigaclear. This has been reported to Gigaclear and to Highways and photographs have been sent. * Traffic survey – * Grit bins – * Speed Indicator Devices – data has been circulated to councillors. There was a recording of a car passing through the village at 70mph at 1700. There are consistently high reporting of cars passing through the village at 50-60 mph. These speeds reported continue to be a worrying concern. * Speedwatch – the team have reported high speeds coming into the village from Somerton and included a motorbike doing 58mph. | |
| **23/24/187** | **Parish Paths.** Update / items to report.   * Stiles near Newcombe Farm – Mr Sturgess has reported there is overgrowth at these stiles and the stiles have become slippery. Consideration to replace the stiles with metal gates. It was agreed to ask the Ranger to cut back the vegetation and Mr Ireland will speak to the landowners in terms of the stiles.   **ACTION: Mr T Ireland**   * Footpath by Box Cottage – the hedge has been cut but the brambles are still on the ground. The manure pile / slurry lagoon is still there and effluent has flooded out over the footpath. This is both unpleasant for walkers and also an environmental risk given the site’s location upstream of the Kingweston Site of Special Scientific Interest (SSSI). Mrs Calcutt will report to Somerset Council and potentially the Environment Agency (<https://www.gov.uk/report-an-environmental-incident>).   **ACTION: Mrs C Calcutt** | |
| **23/24/188** | **Play Areas.**  **Happy Tracks / Skatepark**   * Checks have been completed in the park and there is nothing new to report. * Front gate closes too fast and Ranger requested to amend – Mrs Calcutt advised that the Ranger is unable to complete the task on the gate.   The Ranger has agreed to pressure wash the algae on the paint.  The skate ramps will need sanding and repainting in the summer.  An alternative company will need to be sourced to amend the gate and paint the fences and gates.  Hedge alongside the flower meadow needs to be maintained. Mr Ryder will try and source. | |
| **23/24/189** | **Parish Council website and emails**   * New website and emails – Clerk advised this is still at the exploratory stage. | |
| **23/24/190** | **Remembrance Sunday**   * Mr T Ryder will lay the wreath on Friday 10 November. | |
| **23/24/191** | **Maintenance.**   * Maintenance tasks for the Ranger – cutting back vegetation at stiles at Newcombe Farm and washing the algae at Happy Tracks. * Ransom strip at Irvine Road – currently there are a couple who maintain this strip of land. Potentially the Ranger could be asked to undertake a one off heavy pruning of the bushes if needed. * Grit bin still needs to be emptied and refilled as it does not appear to have been actioned by Somerset Council. | |
| **23/24/192** | **Village Hall Report**   * Acknowledge support that the late Beverley Goodall provided for the Village Hall. * A new sign will be installed for the safe use of the outdoor fitness equipment. * The new website is ready to go live. * There are potentially two new food vendors coming to the Village Hall | |
| **23/24/193** | **Councillor Training**   * Mr Sturgess has attended Part 2 of his new councillor training. * Mr Sturgess and Mr White have attended the Planning training and reported back as a parish council we remain as a statutory consultee but are limited on what can be objected to as they need to fall within planning criteria. Both councillors confirmed that the training provided assurance that Keinton Mandeville are following the right process. * Mrs Calcutt has attended Playground Inspection training – she reported that this was very useful and now keeps a record every week of the inspections and includes trees, seats bins etc. * Carbon Literacy course – Mr Ryder attended this course and thought it was worthwhile. There are a number of actions a parish council can take which increase significantly for a parish council that owns land. | |
| **23/24/194** | **Parish Magazine Proposal**   * Draft to be ready by January meeting.   **ACTION: Mr T Ryder** | |
| **23/24/195** | **Correspondence.** Receive the following correspondence and agree any actions arising:   * None to note not already raised in the meeting. | |
| **23/24/196** | **Correspondence. Circulation** SCC updates, SWP briefings, SSDC updates, SSDC Environment   * CPRE Annual General Meeting 24.11.2023 * SALC Annual General Meeting 02.12.2023 | |
| **23/24/197** | **PR.** Items for inclusion in the next edition of the Parish Magazine, for the website and social media sites.   * Winners of garden completion * How to report problems on footpaths and roads * Planning application 20/03613/FUL * Acknowledgement of Beverley Goodall’s service to parish council and Village Hall. | |
| **23/24/198** | **Future agenda Items**   * Budget planning and precept | |
| **23/24/199** | **Any other reports**   * There were none | |
| **23/24/200** | **Date of next meeting: 5 December 2023 at 1930** (Apologies Mr T Ryder)  **Extra Ordinary Meeting – Monday 11 December re planning application 20/03613/FUL** | |

**Meeting closed at 2145**

**Actions**

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|  | **MARCH MEETING** |  |  |
| 4.1 | Ensure s106 funding information is received from Councillor Kerley | Clerk | **ONGOING** |
|  | **MAY MEETING** |  |  |
| 23/24/013 | NHP Survey analysed results put onto website | Clerk | **ONGOING** |
|  | **OCTOBER MEETING** |  |  |
| 23/24/148 | Vote of no confidence in Somerset Council planning application process for 19/02211/OUT | Clerk | **COMPLETED** |
| 23/24/156 | S106 funding – ask Somerset Council if the funding has been paid by developer and if no response then put in a Freedom of Information request | Clerk | **ONGOING** |
| 23/24/159 | Request to Ranger to tidy grass and weeds in skate park and to try and fit a slower closer to gate in Happy Tracks | Clerk | **COMPLETED** |
| 23/24/159 | Draft agreement for grass contractor | Clerk | **ONGOING** |
| 23/24/160 | Explore a new website and email addresses for councillors | Clerk | **ONGOING** |
| 23/24/165 | Draft Newsletter to be prepared by January 2024 | Mr T Ryder | **ONGOING** |
|  | **NOVEMBER MEETING** |  |  |
| Public section | Potential landscaping for flower meadow at Happy Tracks – check if permission needs to be sought | Clerk |  |
| 23/24/176 | Freedom of Information request to be submitted for s106 funding if next email is not responded to within a reasonable timeframe. | Clerk |  |
| 23/24/176 | Publish winners of garden competition in the parish magazine | Clerk | **COMPLETED** |
| 23/24/179 | Meeting with Norton St Philip to consider judicial review | Mr T Ireland and Mr T Ryder |  |
| 23/24/185 | Grant request for container – ask for three quote from Playing Field Committee | Clerk | **COMPLETED** |
| 23/24/185 | Grant request from PSA for storage sheds – request three quotes | Clerk | **COMPLETED** |
| 23/24/185 | Order signage for Speedwatch | Clerk | **COMPLETED** |
| 23/24/185 | Confirm that grant for Tabletop games club has been approved | Clerk | **COMPLETED** |
| 23/24/187 | Talk to land owners for the stiles at Newcombe Farm and request Ranger to cut back vegetation | Clerk/Mr T Ireland | **COMPLETED** |
| 23/24/187 | Report to Somerset Council the safety concerns on path near Box Cottage | Mrs C Calcutt | **COMPLETED** |
| 23/24/188 | Sourcing someone to maintain the Flower Meadow hedge | Mr T Ryder |  |
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|  | **COMPLETED TASKS** |  |  |
|  | **OCTOBER MEETING** |  |  |
| 23/24/152 | Establish ownership of telephone box on Castle Street | Clerk | **COMPLETED** |
| 23/24/159 | Clerk to request if Ranger can complete the tasks identified by the inspection | Clerk | **COMPLETED** |
|  | **SEPTEMBER MEETING** |  |  |
| Public session | Concerns over wifi signal in the village when landlines are removed. Agreement to seek further advice. | Mr T Ireland | **COMPLETED** |
| 23/24/125 | Chase Somerset Council regarding s106 funding | Clerk | **COMPLETED** |
| 23/24/131 | Chase for an update on fingerpost installation | Clerk | **COMPLETED** |
| 23/24/131 | Commission traffic survey additional video footage | Clerk | **COMPLETED** |
|  | **AUGUST MEETING** |  |  |
| 23/24/098 | School planning application comments to be passed to Somerset Council planning by 02.08.2023 | Clerk | **COMPLETED** |
| 23/24/100 | Circulate NHP map of potential development areas | Mr T Ryder | **COMPLETED** |
| 23/24/105 | Send cheque to Methodist Church and confirm that this is not a guaranteed annual grant. | Clerk | **COMPLETED** |
| 23/24/105 | Advise school re grant for water butts | Clerk | **COMPLETED** |
| 23/24/106 | Traffic survey – remind consultant that the video footage also needs to arranged and costed | Mr T Ryder | **COMPLETED** |
| 23/24/107 | Clerk to advise Parish Ranger of the paths that need strimming | Clerk | **COMPLETED** |
| 23/24/109 | Engrave cup for winners of Garden Competition | Mr C Lane | **COMPLETED** |
|  | **JULY MEETING** |  |  |
| Public session | Advise Somerset Council that dog waste bins are overflowing | Clerk | **COMPLETED** |
| 23/24/074 | NHP Consultancy Document for councillors to review by the next meeting | Councillors | **COMPLETED** |
| 23/24/079 | Request form to access s106 monies for KMVH from Somerset Council | Clerk | **COMPLETED** |
| 23/24/079 | Support to identify organisations that will provide grants for solar panels. | Mr White/Mrs Calcutt | **COMPLETED** |
| 23/24/079 | Purchase Next voucher for internal auditor | Clerk | **COMPLETED** |
| 23/24/080 | Confirm public liability insurance for the Big Breakfast – grant from parish council or run as parish council event. | Mr Lane | **COMPLETED** |
| 23/24/081 | Request timeframe for final report from Traffic Survey consultant | Mr Ryder | **COMPLETED** |
| 23/24/081 | Contact school to request if there can be a parking reminder to parents in the next newsletter | Clerk | **COMPLETED** |
| 23/24/082 | Draft Heritage Trail leaflet to be sent out to councillors | Mr T Ryder | **COMPLETED** |
| 23/24/082 | Instruct Ranger to cut pathways near Firs Cottage and Cottons Lane | Clerk | **COMPLETED** |
| 23/24/083 | Approach grass cutting contractor | Mr T Ireland | **COMPLETED** |
| 23/24/084 | Locate prizes for Garden Competition | Clerk | **COMPLETED** |
| 23/24/085 | Ask Ranger if he put up the Library sign in the telephone kiosk | Clerk | **COMPLETED** |
|  | **JUNE MEETING** |  |  |
| 23/24/050 | Instruct D Ruddle to complete the jobs on his quote | Clerk | **COMPLETED** |
| 23/24/050 | Order wooden train for Happy Tracks | Clerk | **COMPLETED** |
| 23/24/052 | Traffic Survey draft report – comments feedback to company | TR | **COMPLETED** |
| 23/24/052 | Grass cutting – approach Ian | TI | **COMPLETED** |
|  | **MAY MEETING** |  |  |
| 23/24/018 | Request quote for Church Lane and Row Land from D Ruddle | TI | **COMPLETED** |
| 23/24/022 | Preparation for internal audit and submission | Clerk | **COMPLETED** |
| 23/24/022 | Purchase signage for telephone kiosk | Clerk | **COMPLETED** |
| 23/24/024 | Contact Somerset Highways for curb stones outside Hollies | Clerk | **COMPLETED** |
| 23/24/024 | Vehicles on path near Irving Road – speak to owners for more information | TI | **COMPLETED** |
| 23/24/29 | Check status of nominations for Service to the Community Award | Clerk | **COMPLETED** |
| APR 17 | Request reports from organisations for Annual Parish Meeting | Clerk | **COMPLETED** |
| APR 9.0 | Request bin survey with Somerset Council | Clerk | **COMPLETED** |
|  | Request to Avon and Somerset Police for speed camera | Clerk | **COMPLETED** |
| APR 5.2 | Identify Neighbourhood Plan contact at County Hall | Clerk | **COMPLETED** |
| APR 5.2 | Review Neighbourhood Plan summary prior to next meeting 02.05.2023 | All councillors | **COMPLETED** |
| MAR 04 | Advice for planning applications in parish magazine | Clerk | **COMPLETED** |
| MAR 01 | Write a letter to Hayley Warren to thank her for your time on the parish council | Clerk | **COMPLETED** |
| FEB 13 | Samples of CCTC policies to be send to KMVH parish councillors | Clerk | **COMPLETED** |
| FEB 03 | Quotes to be sought for solar panels | TI | **COMPLETED** |
| FEB 8.0 | Grit bin notification in parish magazine | Clerk | **COMPLETED** |
| FEB 8.0 | Clerk to remind SCC that pavement still needs to be repaired in April | Clerk | **COMPLETED** |
| FEB 7.3 | Coronation Mugs – check with the school how many are required and then respond to Barton St David to place order | Clerk | **COMPLETED** |
| FEB 7.3 | Speak to shop owner re Christmas Tree | TI | **COMPLETED** |
| FEB 6.0 | Speak to Happy Tracks re bark | Clerk | **COMPLETED** |
| FEB 5.2 | Invoice traffic survey for £1000 using NHP funding | Clerk | **COMPLETED** |
| FEB 5.2 | Create NHP page on website | Clerk | **COMPLETED** |
| JAN 5.2 |  |  |  |
| JAN  6.0 | Letter to Village Hall to ask permission to plant trees | Clerk | **COMPLETED** |
| JAN  7.3 | Finalise draft of clerks contract | Clerk | **COMPLETED** |
| JAN  7.3 | Thank you letter to be sent for Christmas Tree Carol Service | Clerk | **COMPLETED** |
| JAN  7.3 | Stone Shield – commission work | Clerk | **COMPLETED** |
| JAN  7.4 | Check public liability insurance for Tabletop Games sessions | Clerk | **COMPLETED** |
| JAN  8.0 | Response to resident regarding ‘step through footpath query | Clerk | **COMPLETED** |
| JAN  8.0 | Gigaclear dates on Facebook for works to be carried out | Clerk/TR | **COMPLETED** |
| JAN  8.0 | Highways Report commissioned | Clerk | **COMPLETED** |
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| DEC  6.0 | Details of Retrofit scheme to be put into parish magazine in December/January | Clerk | **COMPLETED** |
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| NOV  11.0 | Dog waste bins – chase SSDC to ensure they are emptied regularly | Clerk | **COMPLETED** |
| NOV 8.0 | Quotes for arm for fingerpost Barton Road – instruct Bristol Foundries. Instruct Highways Consultant | Clerk | **Completed** |
|  | Remembrance soldier order from RBL | Clerk | November 2022 |
|  | 4.2 Neighbourhood plan; Include affordable homes policy. Project plan for adoption by PC at Future Meeting once grant funding approved. Further update due at October meeting | TR  TR | Ongoing  Future Meeting |
| Oct Min | Replacement gate on Church St / Lakeview footpath - instruct Dave Ruddle  Quote to remove conifers on footpath behind phonebox – instruct Somerset Tree surgeons and Landscapers | Clerk  Clerk | Dave has been instructed  **COMPLETED AND INVOICE RECEIVED FOR DEC MEETING** |
| Oct Min | Playing field land registry. Charles Fleming instructed. Clerk to chase | Clerk | **COMPLETED** |
| Nov  1.0 | Councillor resignation by Mr G Jennings to be advised to Democratic Services at Somerset County Council  Three councillor vacancies notified to Democratic Services as SCC and adverts put in place to fill those vacancies | Clerk  Clerk | **COMPLETED**  **COMPLETED** |
| Nov  8.0 | Order Defib pads | Clerk | **COMPLETED** |
| Nov  6.0 | Climate Conference Feedback 05.11.2022 | TR | **Placed on Dec agenda** |
| Nov  8.0 | Request from Lydford Parish Council to have on loan SID – feedback that KMPC are unable to grant this request  Highways Quotes Draft Plan amendments | Clerk  TR | **COMPLETED**  **COMPLETED** |
| Nov  10.0 | New equipment to be installed and inspected at Happy Tracks | Clerk | **COMPLETED** |
| 13.0 | Warm Space request feedback to SCC | Clerk | **COMPLETED** |
| 16.0 | Organise wreath for Friday 11 November | Clerk | **COMPLETED** |
| 17.0 | Request to have minutes of Local Community Network meetings when they take place | Clerk | **COMPLETED** |
| 18.0 | Contract for new clerk – draft to be sent to Chair and Chair of Finance | Clerk |  |
| 19.0 | Email Councillor Ruddle to establish what maintenance costs should the parish council prepare themselves for as SCC budget is very challenging | Clerk | **COMPLETED** |
| 20.0 | Payment for funeral bier to be paid into bank account | Clerk | **COMPLETED** |
| Dec  5.2 | Chase Mr Hanson for land evaluation assessment one more time |  | **REMOVED** |
| 5.2 | Bank statement change of address – redo authorisation | Clerk | **COMPLETED** |
| 6.00 | Approach Village Hall about potential to provide grant for solar panels | TI | **COMPLETED** |
|  | Approach Village Hall about potential to provide grant for CCTV | TI | **COMPLETED** |
|  | Letter to be sent to Mr Williams to thank him for your work for the parish council |  |  |
| 7.3 | Source an external company to process payroll | Clerk | **COMPLETED** |
| 12.0 | Cost of replacement batteries and pads added to budget for 2023/24 | Clerk | **COMPLETED** |
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