

## ***BINEGAR PARISH COUNCIL***

Minutes of the meeting held on 2 July 2013 in the Memorial Hall at 7 30 pm

**Present:** Gus Halfhide (Chair), Roger Anderson, Philip Blatchford, Richard Higgins, David Stone, Cath Law

1	<p><b>Apologies for absence</b> An apology was received from Jude Robbins</p> <p><b>Declarations of interests</b> No declarations of interest were made.</p>	
2	<p><b>Minutes of the previous meeting</b> The Minutes of the 4 June 2013 meeting were approved and signed by the Chair</p>	
3	<p><b>Matters arising from the Minutes</b></p> <p><b>1 Cover for the Clerk's duties</b> When requested, Richard agreed to keep a record of the meeting. Gus reminded the Council that its statutory Annual Return of finances required the signature of the Responsible Financial Officer (RFO) and the Clerk. He noted that this was not possible during the Clerk's absence. He stated that he had sought advice from the external auditor, had gained an extension of the deadline for submission and proposed to appoint a temporary RFO and clerk. He proposed Richard to be RFO and Philip to be Clerk, Roger seconded these proposals the Council agreed the temporary appointments.</p> <p><b>2 Proposed time log for the Clerk (Min 7.6)</b> Cath presented several options and stated that she would wish to discuss with Rachel which log was most suitable. Meanwhile, it was agreed that the temporary Clerk and RFO might try the simplest log and Cath undertook to circulate it.</p> <p><b>3 Somerset County Council weed sprayer proposal (Min 3.1)</b> Philip was asked to seek a progress report from Cllr. Siggs.</p> <p><b>4 Erection of notice board at Binegar Green (Min 7.1)</b> Philip reported that the contractor had undertaken to do this work.</p> <p><b>5 Tree condition assessments: cemetery and playing field (Min 9)</b> David stated that he had been unable to obtain a second quote and it was agreed to proceed with the quotation received at £350.</p> <p><b>6 Incursion on Council land at Emborough (Min 10.2)</b> Richard reported the land agent's advice was to instruct the neighbour to leave the land and restore the fence or offer a licence. Given the danger of the geological fault, it was agreed to ask the land agent to instruct the neighbour to leave the land.</p> <p><b>7 George Inn</b> Gus reported that he had written to the receiver to register a claim for the debt.</p>	<p>CL</p> <p>PB</p> <p>DS</p> <p>RH</p>
4	<p><b>Local government reports</b> An apology for absence and a written report from Cllr. Siggs were noted.</p>	
5	<p><b>Police report</b> The report listed sheep on Marchants Hill on 2 June and was noted.</p>	

6	<p><b>Planning issues</b></p> <p><b>1 Affordable housing survey</b> Gus reported that he had received no further information about this proposal.</p> <p>In light of late information received, it was agreed under Standing Order 4(a) to suspend Standing Order 5(a) to allow discussion of the following:</p> <p><b>2 Emborough Grove developments</b> It was noted that an appeal against refusal of planning consent had been lodged with comments required by 26 July. The Council empowered Richard to make a response having first consulted members.</p> <p><b>3 The Batch, Neville's Batch</b> It was noted that this was for sale. The Council wished to be assured that the owner had complied with the Planning Inspector's specific conditions for the site. Gus undertook to enquire further.</p>	RH  GH
7	<p><b>Proposal for a community defibrillator</b> A report from Cath comparing two options was received and considered. Following discussion, the Council <b>resolved</b> that it should pursue securing funds for a defibrillator. Cath outlined the relative merits of the AED and South West Ambulance Service defibrillators. She considered the length of guarantee and assistance offered with fund-raising were the two elements that tipped the selection in favour of AED and Councillors agreed. There was discussion on where to locate the machine and how to raise funds. It was agreed to inform the community starting at the September Village Day. Cath undertook to lead the process.</p>	CL
8	<p><b>Parish Council records storage and email management policy</b> Gus requested that this item be deferred to the September meeting.</p>	
9	<p><b>Parish Council website</b> Richard proposed opening the website to the public and this was agreed.</p>	RH
10	<p><b>Employment policies</b> A report from Richard on grievance, discipline and anti-bullying policies was received. It was agreed to reaffirm grievance and discipline policies as set out in the Clerk's contract. It was agreed that, with only one employee, an anti-bullying policy appeared unnecessary. It was noted that, in these matters, members were bound by the Council's <i>Code of Conduct</i>.</p>	
11	<p><b>Events attended</b> There were no events attended to report.</p>	
12	<p><b>Financial matters: Annual Return</b> Gus reminded the Council it had approved the annual accounts in June. He stated that the Clerk had refused to sign the statutory Annual Return. She claimed the accounts were inaccurate for failing to include a pay claim submitted by the Clerk but rejected by the Council. The internal auditor had also been persuaded to withdraw his signature from the Return. Gus reported advice from SALC and both auditors. He stated that SALC had advised appointing a temporary Responsible Financial Officer and Clerk to complete the Return. On hearing the position, the internal auditor had restored his approval of the Return and written to that effect. The external auditor had extended the deadline for its receipt.</p>	

13	<p><b>Binegar Playing Fields Group</b></p> <p>The Minutes of the June meeting were received and noted. Roger pointed out that he had proposed a swing suitable for disabled children and young people rather than simply access to the swings as shown in the Minutes. Philip undertook to take the matter on.</p> <p>David reported that the replacement of the electricity meter backing board was in hand between Philip Bridges and EDF Energy.</p>	PB
14	<p><b>Highways and rights of way</b></p> <p><b>1 Parish Paths Liaison Officer report</b></p> <p>Philip stated that there were no items to report.</p> <p><b>2 Binegar Bottom/Roemead Lane junction: drainage and ditch</b></p> <p>David stated that the surface of Binegar Bottom roadway was being destroyed by water running over it from Roemead Lane. He said that the surface could be protected were a short ditch dug to channel water along the side of the road. Philip undertook to report the matter.</p> <p><b>3 Kings Lane: potholes</b></p> <p>Philip stated that he had reported these but did not know if they had been filled.</p>	PB
15	<p><b>Correspondence</b></p> <p>There was no correspondence to receive.</p>	
16	<p><b>Items for the next or a future agenda</b></p> <p>It was agreed to add an address from the Scout leader to the September agenda.</p>	RH
17	<p><b>Date and time of next meeting</b></p> <p>It was agreed to meet at Binegar Memorial Hall on 3 September 2013 at 7 30 pm.</p>	

The Chair closed the meeting at 9 05 pm