

# BAWDRIP PARISH COUNCIL

The annual meeting of Bawdrip Parish Council was held in the Parish Hall, Eastside Lane, Bawdrip, on Tuesday, 14<sup>th</sup> May 2013 at 7.30 pm.

**Present: Parish Councillors;** Mr R Williams (Chairman), Mrs S Greaves, Mr P Knibb, Mr G Norman and Mrs A Williams; Clerk, Graham Jarvis together with three members of the public.

**1. Apologies for Absence and Disclosures of Interest**

Apologies for absence were received from Ward County Councillor Mr D Hall. Mr G Norman disclosed a business relationship with the applicant concerning Planning Application 04/13/00005/LE.

**2. Election of Chairman – Municipal Year 2013/14**

Mr Roger Williams: Proposed by Mr Norman, Seconded by Mrs Williams. There being no other nominations Mr Williams was then duly elected and signed an Acceptance of Office form.

**3. Election of Vice Chairman – Municipal Year 2013/14**

Mrs S Greaves: Proposed by Mr Williams, Seconded by Mr Norman. There being no other nominations Mrs Greaves was then duly elected and signed an Acceptance of Office form.

**4. Minutes**

The minutes of the Parish Council Meeting held on 9<sup>th</sup> April 2013 were presented, confirmed as a correct record and signed.

**5. Matters Arising**

a) **138a Shaw's Orchard Play Area** – The inaugural meeting of a Working Group had yet to take place. Although a poster had been displayed on the notice board for several month little interest had been shown. Mr Knibb agreed to approach some local groups in an attempt to generate some interest in the project. The draft Terms of Reference for the Working Group discussed at the meeting held on 29<sup>th</sup> January 2013 (Minute 99) would be reassessed at the next meeting with a view to formal adoption.

b) **138b Village Agent** – Mr Knibb reported that he had attended a meeting at Woolavington on 1<sup>st</sup> May. There was hope that the Agent, Yvonne Kay, would be able to attend Parish Council meeting in the near future.

**6. Planning Matters**

a) **Applications**

i) **04/13/00005/LE**

Continued use of land to site a mobile home, while dwelling is constructed on land to the north of Knowle Hill Farm, Crancombe Lane, Knowle, Bridgwater. Applicant: Mrs C Hudson.

**Resolved:** That the application be supported as the provision of a mobile home on the site is a deterrent to vandalism.

*(Mr Norman having disclosed an interest was absent from the meeting whilst the above item was discussed)*

- b) **Decisions notified by the Planning Authority - None**
- c) **Other Planning Matters: None**
- 7. **District Councillor Report - None**
- 8. **County Councillor Report - None**
- 9. **Insurance Review**

The Clerk outlined the cover held and gave details of the quotations received from three insurers for services from 1<sup>st</sup> June 2013. After a discussion it was resolved to accept the quotation of £269.85 from Aon UK Limited and that the scope of cover provided was satisfactory.
- 10. **Bawdrip Village Website**

Councillors discussed the website, [www.bawdrip.org.uk](http://www.bawdrip.org.uk) which had recently been created by Richard Culverhouse. A request to display Parish Council information on a dedicated page within the website had been received. There was agreement that contact details of the Councillors be displayed together with approved Council minutes, planning notices and the agenda for future meetings, which the Clerk would supply. The Council welcomed the site and thanked Mr Culverhouse for his expertise in bringing the idea of a village website to fruition. A possible link to Polden Cluster Group would be investigated together with the supply of previous Parish Council minutes. It was agreed that the website would be a regular agenda item for future meetings.
- 11. **Financial Matters**
  - a) **Accounting Records for year ended 31<sup>st</sup> March 2013:**
    - i) **Statement of Accounts**

The statement of Accounts as circulated was approved and signed.
    - ii) **Re-appointment of Internal Auditor**

It was agreed that Simon Emery, Clerk of Wedmore Parish Council, be re-appointed as the Council's Internal Auditor
    - iii) **Statement of Internal Control**

The draft statement circulated with the agenda was formally adopted and signed.
    - iv) **Risk Management Statement**

A draft statement circulated to Members with the agenda was formally adopted and signed.
    - v) **External Audit Return: Section 2 Annual Governance Statement.**

Members had received copies with the agenda - agreed that replies to Questions 1 to 8 be "Yes" and "Not Applicable" to Question 9.
  - b) **The following payments were approved:-**
    - i) St John Ambulance (defibrillator) £1,434.00 - Cheque No. 432
    - ii) Mrs S Roberts (Relief Clerk) £50.00 - Cheque No. 433
    - iii) Aon UK Ltd (Insurance) £269.85 – Cheque No. 434

**Bawdrip Parish Council – Minutes 14<sup>th</sup> May 2013**

- iv) Bawdrip Parish Hall (Room hire) £20.00 – Cheque No. 435
- v) Sedgemoor District Council (dog bin empties) £501.70  
(deducted from Precept)

**12. Roads and Footpaths**

**a) Pot Hole Warden - Pilot Project**

Further to Minute 136 – 9<sup>th</sup> April 2013, the Chairman reported that he was testing-out the apparatus issued by County Highways

**13. Correspondence**

The Clerk reported that the following items had been received:-

**a) Sedgemoor District Council**

- i) Polden Cluster Group – Papers for meeting 28<sup>th</sup> May 2013
- ii) Information Sheet 7<sup>th</sup> May 2013

**b) Somerset Association of Local Councils**

- i) **NALC** – Community Infrastructure Levy Consultation
- ii) **NALC** – Mobile connectivity in England: Simplifying the planning process
- iii) **NALC** – Policy Briefing -The Queen’s Speech 2013

**c) Volunteer Centre Mendip & Sedgemoor – Invite to Annual Forum  
14<sup>th</sup> June at Bridgwater YMCA**

**d) Somerset County Council - Sedgemoor Youth Forum – Meeting 21<sup>st</sup>  
June**

**e) National Grid –Project News Spring 2013 edition**

**f) Avon & Somerset Police and Crime Plan 2013-17**

**g) Hinkley Site Stakeholder Group Updates (Previously circulated by  
email)**

**h) The Planning Inspectorate – Proposed Hinkley C Connection Project**

**i) Clerk & Councils Direct – May Edition**

**j) Village Agent - Poster**

*(These items would be circulated to Members)*

**14. Any Other Matters - None**

**15. Date and time of next meeting – Tuesday, 11<sup>th</sup> June 2013 at 7.30 pm.**

Meeting Closed at 8.40 pm

Chairman