

MELLS PARISH COUNCIL
(mellsparishcouncil.org.uk)

**Minutes of the remote meeting held via Zoom of Mells Parish Council on
Tuesday 12 May 2020**

- 01.05.20 PRESENT:** Cllr J Earl – Chair, Cllr J Seewooruttun, The Countess of Oxford & Asquith, Cllr H Leakey, Cllr John Henderson, Cllr E Costelloe, Cllr D Seviour
In Attendance: Joy Book, Clerk, Cllr Alison Barkshire – District Councillor (8.10pm onwards)
Members of the public: None
- 02.05.20 APOLOGIES FOR ABSENCE:** Cllr Alan Brady, Cllr V Turner, Cllr S West
- 03.05.20 DECLARATIONS OF INTEREST:** None
- 04.05.20 PUBLIC PARTICIPATION:** None
- 05.05.20 DISTRICT COUNCILLOR’S REPORT:** Cllr Barkshire reported that MDC are having meetings again.
- i. **Old Telephone Exchange:** There is a 10 year period between works being carried out and enforcement not taking place before Change of Use can be applied for. MDC are actively following up the situation.
- ii. **Council Tax Support:** Anyone currently claiming the support can now claim an extra £150. Applicants going onto Universal Credit can also make a claim for Council Tax Support.
- 06.05.20 COUNTY COUNCILLOR’S REPORT:** None submitted.
- 07.05.20 MINUTES OF THE MEETING ON 10 MARCH 2020** had previously been circulated. The minutes were agreed and signed by the Chairman.
- 08.05.20 ADOPTION OF BUSINESS CONTINUITY POLICY –** All in favour of using this policy should a situation arise where delegation is required. Should the Clerk be unable to undertake her position, a councillor (to be selected at that time) will step forward and oversee the role, on an unpaid basis, for the duration of the incapacitation.
- 09.05.20 MATTERS ARISING**
- i. **Superfast broadband:** Truespeed are keen to install in Mells and Vobster. Take up has been low so far but the recent lockdown restrictions has led to far more people working from home which may have highlighted the need for a faster, more reliable system. The next step is for Truespeed to canvass door to door but this cannot be carried out until social distancing restrictions have been relaxed. A list of all the businesses in the area has been drawn up which the Chair will pass onto Truespeed.
- ii. **Old Telephone Exchange:** The Exchange now appears to have an official postal address. Clerk to inform MDC.
- iii. **Road sweeper:** No further information.
- iv. **Defibrillator:** Approval was given to spend up to £600 on a suitable, secure and heated cabinet. *Post meeting note: Clerk sourced the preferred case for £445 (ex VAT – VAT is reclaimable)*
- v. **Condition of grass triangle – Bottom Lane:** Clare Asquith will ask Christopher Jerram for his advice on the type and installation of the matting.

- vi. **Co-option of councillor:** Two applications have been received. Co-option to take place at the next face to face meeting.
- vii. **Entrance to the Barn:** No further information.
- viii. **Community Trust Fund:** John Henderson has been in contact with Steve West.
- ix. **Website:** A system using WordPress has been suggested as easy to use and would meet the new accessibility regulations coming in in September. The Chair will find out who set up the village website.
- x. **Condition of Vobster churchyard and velux windows:** Clerk has written to the PCC regarding the building debris and will investigate whether permission has been given for the velux windows.

10.05.20 HIGHWAYS ISSUES

- i. **Speed management on School Hill:** No further information.

11.05.20 PLANNING

New Applications: None

Mendip Decisions

2020/0415/TCA: Reduce limbs of 8 lime trees – Manor House, Selwood Street – No objections

2020/0441/OHL: To upgrade transformer and replace pole no. 16/1613. Reconnector the existing open wire overhead line to aerial bunched conductor (ABC) wiring – Upper Vobster Farm, Upper Vobster – No objection

12.05.20 CORRESPONDENCE

- i. **Barclays Bank mandate:** Clerk has recently received a letter indicating that the mandate the bank is holding is out of date even though it was changed in 2014. Clerk to write.

13.05.20 ACCOUNTS AND OTHER FINANCIAL MATTERS

Balance as at 28 April 2020 - HSBC £23,096.15. Balance as at 20 March 2020 - Barclays £5,315.33.

- i. **Payment of accounts:**

Clerk's Salary (March) + Back pay for underpayment in 2019/20	£336.11
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Clerk's salary (April)	£246.35
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Phone line rental x 2	5.50
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Utilities x 2	<u>4.00</u>
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£19.00

HMRC PAYE (Period 1)	£83.80
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HMRC PAYE (Period 2)	£ 61.80
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Grant for church graveyard (2019)	£1,600.00
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- ii. **Receipts:** Precept £11,500. Interest £1.86.

- iii. **Year end accounts for 2019/2020:** C/F balance of £16,911.48 is up £5,254 on last years.

- iv. **Change of date for submission of annual statement and governance documents:** Exercise of Public Rights has now been put back to 1st September (normally 1st July).

- v. **Annual Insurance:** Only one quote has been received (£392.15) which is £3.68 more than last year. In light of the insurance being due on 1st June and the very small increase, all were in favour of accepting the quote from Zurich.

14.05.20 ITEMS TO REPORT / ITEMS FOR NEXT AGENDA

- i. **Annual Parish Meeting and Annual Parish Council Meeting:** There is no requirement in 2020 for these meetings to take place. The Chair will stay in place until May 2021 unless the councillors decide to hold an APCM.

- ii. **September meeting date change:** Clerk requested moving the planned September meeting on the 8th to Tuesday 22nd September. All agreed.
- iii. **Telephone box:** Helen Leakey wondered if the box could be used for a book/plant swap. The school had previously expressed an interest in using it. Clare Asquith to follow this up.
- iv. **Sign posts on the Whatley Quarry/Nunney road into Coles Lane:** An accident occurred here several months ago and has damaged a couple of signs and possibly led to the removal a weight restriction sign. Helen Leakey has reported them several times.

15.05.20. DATE OF NEXT MEETING:

Tuesday 9th June 2020 at **7.15pm** in Mells Barn unless restrictions remain in place, alternatively the meeting will be held remotely via Zoom.

Meeting closed at 8.20pm.

Signed..... Date.....

Print Name.....