

HARESCOMBE PARISH COUNCIL

MINUTES OF THE MEETING HELD AT THE VILLAGE HALL

ON 19th JULY AT 8PM.

Present: Cllrs Mike Hyett, Dafydd Lawday, Kath Pritchard, Caroline Ractliffe (Chair), Paul Richards, County Cllr Sue Williams and Sheila Murray (Clerk).

There were no members of the public present.

1/07.22 Public question time

None

2/07.22 To receive apologies for absence

Apologies were received from Cllr Pritchard for a late arrival due to representing Parish Council on the Urbaser Community Funding Committee.

3/07.22 To approve the minutes of the previous meeting

The minutes of the meeting held on 18th May, 2022 were accepted and approved as a true record. Signed by Cllr Ractliffe on behalf of the Council.

4/07.22 Matters Arising from the Minutes not covered on the Agenda

None

5/07.22 Member's declaration of interest to items on the agenda.

Cllr Lawday declared an interest on item 8.1 Styles Corner.

All DPI's and website information has been updated with SDC Democratic Services.

6/07.22 Meeting Day change

To ensure continuity of a quorum meeting Cllrs requested a day change to the meeting date. Cllr Ractliffe proposed that the fixed meeting day be changed to Tuesday 3rd week of every other month. Seconded, Cllr Richards vote: unanimous.

7/07.22 The Responsible Finance Officer is appointed with the role of Clerk and covered under the current Employment Contract with Mrs Murray.

8/07.22 Report on roads, ditches and footpaths in the village

8.1 Cllr Ractliffe confirmed that Highways have arranged for chevron signage to be installed at Styles Corner. Hedge and tree management has been agreed with the landowner.

8.2 Fly Tipping signage. Cllr Williams confirmed that the replacement signage from SDC is now available and a date is being planned for installation. Cllr Hyett tabled the newly purchased signage and will arrange for installation at two selected sites.

Cllrs agreed that the service provided by SDC to collect reported waste is very efficient.

8.3 Church Lane resurfacing. Cllrs have been advised that a quotation for the re-surfacing is awaited by Highways. Cllr Williams was asked to progress this on behalf of the Parish Council.

8.4. Verge Cutting was discussed as the visibility is being restricted. The Clerk will contact Highways to check when this work is planned.

9/07.22 Village Projects

9.1 Queens Jubilee Cllr Ractliffe confirmed that the organised events were very successful and enjoyed by the parishioners. Funding was covered by the grant from Village Voices. The financial support offered from the Parish Council will be to provided for a tree planting project which is still to be initiated. The Village Social Group will make enquiries as to the preferred location by landowners.

Cllr Pritchard joined the meeting

9.2 Defibrillator training was carried out successfully with good support from the residents. Additional training was deemed unnecessary at this time and will be reviewed in 12 months.

The Clerk confirmed that the unit has been registered with the National Network Circuit.

10/07.22 County Councillor's Report

Cllr Williams submitted her monthly report prior to the meeting. She did point out the current Speed awareness scheme that may be of interest to the community.

11/07.22 District Councillor's Report

None

12/07.22 Planning update

There were no planning matters to discuss.

13/07.22 Finance

13.1 The monthly Financial Report including the Bank reconciliation was provided to Councillors prior to the meeting.

Councillors unanimously approved the documents and signatories signed the invoices.

13.2 The Bacs schedule was presented and authorised for payment to include the items listed:.

Payment schedule

Date	Payee	Details		Total	Powers
19/07/2022	Mrs Sheila Murray	Clerks Salary (MayJuneJuly)	Bacs	£ 408.90	LGA 1972 s.112(2)
19/07/2022	HMRC	Paye (MayJuneJuly)	Bacs	£ 102.20	LGA 1972 s.112(2)
19/07/2022	PATA	Payroll Services	Bacs	£ 23.85	LGA 1972 s.111
19/07/2022	Hanman split	No Fly tipping signage	Bacs	£ 132.96	RTRA 1984 s.72
			Total	£ 667.91	

13.3 AGAR- Notification of exempt status 2022 was formally acknowledged by the external auditors PKF Littlejohn LLP.

14/07./22 Administration

14.1 Standing Orders: a copy was sent to Councillors prior to the meeting.

Update to changes for 2022 on item 18 – Financial Controls and procurement.

Item c. edited, item f replaced and incorporated item g, item g deleted.

Councillors considered the review and Cllr Hyett proposed the Standing Orders be adopted.

Seconded, Cllr Richards vote: unanimous.

14.2 Code of Conduct: a copy was sent to Councillors prior to the meeting.

The Clerk advised that a complete revamp was required as the policy was well out of date. She brought their attention to pages 1-8 referring to the Conduct of individual councillors. The appendices: A-Seven principles of Public Life, B-Registry of Interests, C-Recommendations put before Government for future changes to the policy.

Councillors considered the review and Cllr Pritchard proposed the Code of Conduct be adopted.

Seconded, Cllr Lawday vote: unanimous.

14.3 Risk Management Policy: a copy was sent to Councillors prior to the meeting.

The Clerk confirmed that the policy has been updated to reflect changes to the Fixed Asset Register and the schedule for inspection of the Defibrillator Unit and additional Grit Bins.

Councillors considered the review and Cllr Richards proposed the Risk Management Policy be adopted. Seconded, Cllr Hyett vote: unanimous.

15/07.21 Correspondence

The Clerk confirmed that apologies for absence have been forwarded to GAPTC for their AGM.

16/07.22 Councillors' Submissions

Cllr Ractliffe has been approached about the location of the BT pole at the end of Bluebell Lane that is deemed a Health & Safety issue for manoeuvring larger vehicles and farm traffic.

Cllr Williams will make initial enquiries of how to arrange the pole to be moved to a safer location.

Cllr Ractliffe will check when the road sweep is expected as this needs to follow the farming harvest work in late August.

Cllr Richards raised an issue relating to an existing entrance that appears to be being developed on the corner of Stroud Road in the region of Brookthorpe Hall. The old unused access is in a dangerous position and no proposed planning development has been submitted.

Cllr Williams will follow up with Brookthorpe Whaddon Parish Council.

17/07.22 Date of next Parish Council meeting will be held on Tuesday 20th September, 2022. At 8.00pm in the Church Hall.

There being no further business the meeting closed at 8.50 pm