

ODCOMBE PARISH COUNCIL
77 West Street, Stoke-sub-Hamdon, TA14 6QL

MINUTES OF THE MEETING OF ODCOMBE PARISH COUNCIL HELD ON MONDAY 17th
APRIL 2023 AT THE VILLAGE HALL, ODCOMBE (7.30 p.m. – 9.45 p.m.)

PRESENT:

Cllr D Rennie (Chairman)
Cllr C Francis
Cllr R West
Cllr D Peters

Cllr R Parr
Cllr. F Cumming
Cllr B Dufty
Cllr K Perry

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Updates were presented by County Councillor Hewitson including progress on closing out issues raised by a resident concerning HGV signs.

01/23 TO RECEIVE ANY APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J Ashton.

02/23 DECLARATIONS OF INTEREST IN AGENDA ITEMS

No declarations of interest in agenda items were tabled.

03/23 MINUTES OF THE MEETING HELD ON 20th March 2023

It was RESOLVED to APPROVE the minutes of the meeting held on 20th March 2023 and these were duly signed by the Chairman.

04/23 PUBLIC OPEN SESSION

No members of the public were present at the meeting.

05/23 CRIME, DISORDER AND COMMUNITY SAFETY

The Clerk confirmed he had met with the PCSO who reported she is communicating with residents regarding their parking issues and offering guidance. Levels of crime and anti-social behaviour in Odcombe remain very low. A resident reported to the Police the incident that caused damage to verges at the Village Hall and Broadway Banks, this is being investigated.

06/23 PLANNING

The Clerk reported the current position of planning applications.

(a) Applications Approved In Month

None

(b) Applications Awaiting Decisions

21/03305/FUL - Demolition of existing dwelling and outbuildings and the erection of 3 No. dwellings, garages, access, landscaping, and associated works (revised application of 21/00447/FUL), New-Close Old Road Higher Odcombe Yeovil BA22 8XA. Council requested the Clerk to ascertain progress on this application and plans leading to a decision.

(c) New Applications

No new planning applications received in month.

07/23 HIGHWAY MATTERS

No issues requiring a decision were raised.

08/23 CORRESPONDENCE

The Clerk reported he had responded to a resident regarding parking commercial vehicles at the Village Hall car park as well as the owner of the Camper Van requesting its removal by 16th April 2023. Follow up emails from the resident who expressed concern with HGV sign locations have been forwarded to County Councillor Hewitson as they relate to the legal Traffic Regulation Order process.

09/23 REPORTS FROM COUNCILLORS WHO ARE ELECTED REPRESENTATIVES ON OUTSIDE BODIES OR MEMBERS OF WORKING PARTIES

Environmental Working Group - Reported that pollarding of the willow tree and planting of young trees took place at the Recreation Ground, the willow by the trees can be disposed. Primroses and Foxgloves were planted among the willows and birches.

Car Park Working Group – Filling of the potholes has been delayed awaiting agreement with KTD on the filling substance. A meeting with KTD to be arranged. The Camper Van has moved.

Members asked for a site visit from a company who quoted to fit solar lighting in the car park, the Clerk to arrange ASAP.

Council confirmed that the adopted car park policy (min.197/22) does not preclude commercial vehicles from the provisions of the policy. Council agreed to evaluate the operation of the policy and revise as appropriate after the statutory period.

Recreational Area Working Group – Following publication of the SSDC play area report it was agreed that Cllr. Parr and the Clerk obtain a quotation for the basket swing and bring to a future Council meeting. No others matters from the report require action at this stage.

It was reported that the Village Hall are considering upgrading their electricity supply, initial meeting with Western Power was attended by 2 Members. It was agreed that the Clerk should write to the Chair of the hall requesting Council are consulted before any formal decision is taken on cable routing.

Village Hall Rep – Cllr, Cumming agreed to continue as the Councils Village Hall representative for a further year. It was reported that the new Chair of the Village Hall is Rachel Davies with Emma Watson acting as Vice Chair. The Holy Cow machine has been removed; the Parish Council were not consulted on this matter. The Village Hall may write to Council requesting financial support to the 'Big Lunch' event.

10/23 GROUNDS MAINTENANCE TASKS

Council agreed a list of tasks for the contractor to undertake:

- Strim/Cut back the path that runs from the church to Lower Odcombe.
- Cut the hedge at Chapel Hill.
- Take away the willow by the willow tree at the rec.
- Strim the visibility spays at the car park entrance.
- Cut back/treat the area of nettles at the top of the path leading to Rex Road.

11/23 FINANCE

It was RESOLVED to APPROVE the following payments:

£318.20	Mr T Heath	Democratic Services
£64.56	Mr T M Heath	Expenses (Feb, March, April)
£25.00	Village Hall	Meeting costs

The following Payments made by Direct Debit or Standing Order were noted

£7.50	Tesco	Clerks Phone
£39.66	Npower	Electricity supply
£648.75	KTD Ltd	Recreational Maint Contract

Members noted receipt of £36.98, Interest

It was RESOLVED to APPROVE the bank reconciliation statement as of 31st March 2023.

The easy access savings account with Unity Trust Bank is now open with £40,000 transferred into this account.

An amended budget (Annex A) for financial year 2023/2024 was approved by Members and will be used for the basis of monitoring expenditure.

12/23 QUARTERLY MONITORING STATEMENT

The Responsible Financial Officer presented the end of financial year monitoring statement (Annex B). No questions were raised by Members.

13/23 CHAIRMANS ALLOWANCE

It was RESOLVED to APPROVE a Chairman's allowance for 2023/2024 of £75.00

14/23 HAMSTONE UPDATE

The planning application has been completed; no objections received. Due to supplier issues, there is a risk that the stone will not be ready for unveiling over the Kings Coronation weekend.

15/23 MATTERS ARISING FROM CLERK'S REPORT

No matters arising from the Clerk report were discussed.

16/22. ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING

Election of Chair and Vice Chair
Annual Accountability and Governance Review
Appointment of Internal Auditor

17/22 DATE AND TIME OF NEXT MEETING

The next meeting of council will take place at 7.30 p.m. on Monday 15th May 2023.

ANNEX A

Odcombe Parish Council Budget F/Y 2023/2024 (adopted April 2023)

Income	£					
Precept	21708					
Interest	84					
VAT Reclaim	1040					
Football Fees	150					
Total	22982					
	Expenditure					
	Clerk Salary inc PAYE	5232				
	Internal Auditor	72				
	Clerks Milage	204				
	Office Expenses	360				
	Insurance	500				
	Subscriptions	420				
	Meeting Costs	180				
	Training	240				
	Chairmans Fund	75				
	Grants	2800				
	Play Inspections	143				
	Grounds Maintenance	7034				
	Electricity	756				
	TRO	3000				
	Hamstone	2252				
	Undistributed Budget	6000				
	Total	29268				
			Reserve	£		
			Car Park	26882		
			Highways	10000		
			Play Area	5000		
			Green Space	5000		
			Total	46882		

ANNEX B

Receipts	Budget 22/23	Actuals	% of income received v budget
General Precept	£20,100	£20,100	100
Div & Interest	£10	£246	2458
Vat Repayment	£0	£1,370	N/A
Football Fees	£130	£130	100
Other Income	£0	£1,272	N/A
Total Receipts	£20,240	£23,119	114
Payments	Budget 22/23	Actual	% of expenditure v budget
Salary	£4,500	£4,130	92
PAYE	£1,000	£1,420	142
Clerks Mileage	£100	£209	209
Office Equipment	£500	£0	N/A
Office expenses	£90	£562	625
Audit Fees	£0	£72	N/A
Insurance fees	£420	£426	101
Subscriptions	£500	£356	71
Meeting Costs	£125	£112	89
Contingency including cost of election	£3,000	£0	N/A
Councillors Expenses	£50	£0	N/A
Courses /training	£2,000	£235	12
Chairman's fund	£75	£30	40
Grants -POGC	£500	£0	N/A
Grant Odcombe Village Hall	£1,300	£1,790	138
Grant Churchyard Maintenance	£1,000	£1,000	100
Maintenance & Purchase of Equipment	£10,100	£3,947	39
Play Inspection	£120	£72	60
Parish Ranger	£2,000	£2,102	105
Grounds Maintenance	£3,500	£4,675	134
Maintenance & new street furniture	£7,700	£405	5
Electricity supplied	£500	£607	121
Total Expenses	£39,080	£22,149	57

..... Meeting Chair

15th May 2023