

Minutes of a Meeting of Ash Parish Council held on Monday 8 January 2024 at 19:00hrs

Present: Councillors (Cllrs) – Lesley Andrew, Steve Davey (Chair), Zak England, Tim Groves, Caz Halfhide.

In attendance: J Ferguson (Parish Clerk), Somerset Cllr (SCllr) John Bailey and 1 member of the public.

County Councillors Reports

Cllr Bailey reported on the following:

- Written report had been circulated.
- He had attended the last meeting of the Highways Strategy Group and the SID installation and agreements were progressing.
- Met with Ash Primary School headteacher and was feeling positive for future discussions on school/parish issues.
- He further reported that Ash Primary School were looking for governors.

Public Open Session

The Chair opened the public session with the news of the passing of Dean Ruddle, a long serving Somerset District and County Councillor and Chairman of Somerton Town Council. All councillors joined the chairman with condolences to his family at this sad time.

Thanks were passed onto everyone involved with the Christmas tree and decorations in the parish, with the village looking festive throughout the holiday period.

Thanks to everyone who helped with the Back Street flood at the start of December, in particular the local farmers who pumped away thousands of litres of water, until the danger had passed for those properties threatened by floodwater.

Other points raised:

- Increase in dog poo throughout the parish, reported incidents of public choosing to deposit dog poo in the parish poo bins rather than their own black bin, overflowing dog poo bins.
- Potholes in Witcombe Lane
- Dismay at the news that the future of Yeovil Recreation Centre's Sport and Leisure facilities is threatened by lack of funding by Somerset Council. A petition had been set up and everyone was encouraged to sign.

19:30 – Meeting opened

23/136 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1)).

Cllr A Groves apologies were accepted (holiday).

23/137 Declarations of interests. Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

Cllr S Davey, T Groves and C Halfhide had payments due.

23/138 To approve and sign as a correct record the minutes of the previous meeting (LGA 1972 sch 12, para 41(1)).

RESOLVED: To approve and sign as a correct record the minutes of the previous meeting held on Monday 30 October 2023.

ASH PARISH COUNCIL

Clerk: Julie Ferguson

Tel: 01935 571050 E-mail: clerk@ashpcsomerset.com

23/139 Matters to report from a previous meeting.

- Request for final invoice from solicitors acting on the Glebe Access Track. Action: Cllr Davey. Complete.
- Pavilion insurance claim. ACTION: Cllr Davey. Ongoing.
- Pavilion electrician quotes. ACTION: Cllr Davey. Complete.
- Update Ash Cemetery Rules and Table of Fees. ACTION: Cllr Andrew. Ongoing.
- Footpath improvements. ACTION: Cllr Davey and England. Ongoing
- Rules for Parish Council Car Parks. ACTION: Cllr Davey. Ongoing

23/140 To co-opt members onto the Parish Council.

There was no co-option at this time.

23/141 Planning decisions report - 23/02910/HOU. Dryfe House 35 Back Street Ash Martock Somerset TA12 6NY. Two storey extension to the front of the property to form a new entrance hall, lounge and bedroom with ensuite together with associated internal alterations. Approved.

23/142 Planning applications. None.

23/143 Finance – To NOTE the NJC 23/24 local government pay agreement has been finalised and NALC issued full details of the pay agreement on the 6 Nov 23, with the directive for councils to pay the new rates and back pay with immediate effect. Back pay and new rate have been implemented.
Noted.

23/144 Finance – To REPORT the payment schedule for December 2023.

Ash Parish Council Dec 23 payment Schedule			
Invoice	Payee	Particulars	Amount
1	STAFF	SALARIES & EXPENSES	£1,385.82
2	R EVIS	GROUND MAINTENANCE NOV23	£458.33
3	K L BUNGAY	PAVILION CLEANING NOV23	£90.00
4	SOMERSET COUNCIL	RANGER OCT 23	£211.26
5	S DAVEY	REIMBURSE VIRTUAL LANDLINE (SO)	£5.95
6	COUNTY HOUSE CLEARANCE	SHED CLEARANCE	£120.00
7	BATTENS SOLICITORS	GLEBE ACCESS TRACK EASEMENT	£615.60
8	BRISTOWS ELECTRICAL	NOTICEBOARD ELECTRICAL WORK	£360.00
	TOTAL		Dec-23 £3,246.96

Noted.

23/145 Finance – To APPROVE the payment schedule for January 2024.

Ash Parish Council January 24 Payment Schedule				
Invoice	Payee	Particulars	Amount	
1	STAFF	SALARIES & EXPENSES	£981.15	REPORT
2	R EVIS	GROUND MAINTENANCE DEC23	£458.33	
	R EVIS	GROUND MAINTENANCE STANDING ORDER		£458.33
3	K L BUNGAY	PAVILION CLEANING DEC23	£112.50	
	K L BUNGAY	PAVILION CLEANING STANDING ORDER		£90.00
4	SOMERSET COUNCIL	RANGER NOV 23	£211.26	
5	S DAVEY	REIMBURSE VIRTUAL LANDLINE (SO)	£5.95	REPORT
6	T GROVES	REIMBURSE PRINTING	£60.00	
7	A GROVES	REIMBURSE WEBSITE,BIN BAGS,KEYS	£396.41	
8	A WILLS	TREES	£762.36	
9	PG FIRE & SECURITY	CCTV WORKS	£7.20	
10	S DAVEY	REIMBURSE ELECTRICAL ITEMS	£27.66	
11	C HALFHIDE	REIMBURSE CLEANING SUPPLIES	200.67	
12	LONDON HEARTS	DEFIB DONATION	£750.00	REPORT
13	J FERGUSON	REIMBURSE DEFIB PADS	£115.98	
14	ZAK ENGLAND	REIMBURSE NOTICEBOARD INSTALLATION	£93.10	
	TOTAL		Jan-24 £4,182.57	

RESOLVED: To approve the payment schedule for January 2024.

ACTION: Cllr Davey and Cllr T Groves

ASH PARISH COUNCIL

Clerk: Julie Ferguson

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23/146 Finance – To APPROVE the cashbook/bank reconciliation to 30 Dec 2023.

ASH PARISH COUNCIL						
Receipts and Payments Summary for the year ending 31st March 2024						
	Last Year	This Year		This Year	This Year	Spend
	2022/23	2023/24		Allocated budget	Budget remaining	Variance on last year
RECEIPTS						
Precept	£ 42,250.00	£ 43,723.00				£ 1,473.00
Deposit Interest	£ 9.20	£ 35.83				£ 26.63
Cemetery Fees	£ 1,845.00	£ 860.00				-£ 985.00
Grants	£ 3,437.50	£ 3,750.00				£ 312.50
Pavilion	£ 2,470.00	£ 2,310.00				-£ 160.00
VAT repayment	£ 9,266.03	£ -				-£ 9,266.03
Other refunds	£ 75.00	£ 200.00				£ 125.00
Donations	500	£ -				-£ 500.00
TOTAL RECEIPTS	£ 59,852.73	£ 50,878.83				
PAYMENTS						
			Reserve xfer			
Clerks Salary	£ 11,472.39	£ 8,609.82		£ 12,005.00	£ 3,395.18	-£ 2,862.57
Communications	£ -	£ 120.00		£ 1,800.00	£ 1,680.00	£ 120.00
Admin Subscriptions	£ 270.30	£ 260.68		£ 550.00	£ 289.32	-£ 9.62
Admin General	£ 1,970.10	£ 2,257.81		£ 2,000.00	-£ 257.81	£ 287.71
Environment - Ranger	£ 1,721.15	£ 1,216.36		£ 3,400.00	£ 2,183.64	-£ 504.79
Environment - Play area	£ 433.33	£ -		£ 700.00	£ 700.00	-£ 433.33
Environment - Grass cutting & trees	£ 2,176.90	£ 6,768.30		£ 7,800.00	£ 1,031.70	£ 4,591.40
Environment - Biodiversity		£ -		£ 500.00	£ 500.00	£ -
Cemetery		£ -		£ 1,000.00	£ 1,000.00	£ -
Parish Utilities	£ 3,135.66	£ 2,133.74		£ 2,800.00	£ 666.26	-£ 1,001.92
Pavilion maintenance	£ 802.16	£ 2,958.50		£ 1,600.00	-£ 1,358.50	£ 2,156.34
Pavilion Car Park	£ -	£ -		£ 800.00	£ 800.00	£ -
Audit	£ 300.00	£ 455.00		£ 650.00	£ 195.00	£ 155.00
Insurance	£ 2,140.87	£ 2,590.28		£ 2,600.00	£ 9.72	£ 449.41
Defibrillator	£ 184.67	£ -		£ 200.00	£ 200.00	-£ 184.67
Training	£ 356.66	£ 85.00		£ 500.00	£ 415.00	-£ 271.66
Parish Projects (To reserves at EOY	£ 33,043.80	£ 10,850.08	£ 10,850.08	£ 8,500.00	£ 8,500.00	-£ 22,193.72
Grants (S137)	£ 4,145.37	£ -		£ 3,460.00	£ 3,460.00	-£ 4,145.37
Legal costs		£ 513.00		£ 1,000.00	£ 487.00	£ 513.00
Election	£ -	£ -		£ 500.00	£ 500.00	£ -
VAT incurred on payments in year	£ 8,037.03	£ 3,270.22		£ -		
TOTAL PAYMENTS	£ 70,190.39	£ 42,088.79		£ 52,365.00	£ 10,276.21	
Excess of Receipts over Payments	-£ 10,337.66	£ 8,790.04				
plus balances b/fwd	£ 102,201.35	£ 91,863.69				
Balances c/fwd	£ 91,863.69	£ 100,653.73				CHECK - CASHBOOK TOTAL
Reconciliation with bank accounts - 30th December 2023						
Lloyds Business Account	-	£ 95,764.07				CHECK - BANK STATEMENT TOTALS
Lloyds BB Instant Online	-	£ 4,889.66				
Less Outstanding payments	-					
Add Outstanding lodgements	-					
Total balances at bank	-	£ 100,653.73				CHECK - RECONCILIATION

RESOLVED: To **APPROVE** the cashbook/bank reconciliation to 30th Dec 2023.

23/147 Finance – To NOTE receipt of a Grant from Somerset Council for £3750 towards disabled access improvements in the village car parks.
Noted.

23/148 Finance – To APPROVE match funding a defibrillator at a cost of £750 from the DHSC Community Defibrillator Scheme.

RESOLVED: To **APPROVE** match funding of £750 for a defibrillator and cabinet.

23/149 Finance – To APPROVE a quote for repointing the Churchyard wall.

- Quote 1 - £2500 (20m @ £125/m2)
- Quote 2 - £3000 (20m @ £150/m2)

RESOLVED: To **APPROVE** Quote 1 (£2500 – 20m @£125) for repointing of the Churchyard wall.

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ACTION: Cllr England

23/150 Finance – To APPROVE work and budget for tree work in the parish.

RESOLVED: To **APPROVE** a budget of £500 for a report on tree's identified as needing attention in the parish.

ACTION: Cllr T Groves

23/151 Finance – To APPROVE the budget for 2024-25.

Budget Line	FY23-24 Budget	FINAL FY24-25 BUDGET (PC agreed)
PARISH		
Memorial Inspection	£1,000.00	£1,000.00
Ranger	£3,400.00	£4,000.00
General maintenance - Grass & Grounds	£4,800.00	£5,500.00
General Maintenance - Trees	£2,000.00	£2,000.00
Cemetery - REMOVE	£1,000.00	£1,000.00
Biodiversity/new trees	£500.00	£1,500.00
Play area inspections & maintenance	£200.00	£750.00
Fencing and play area repairs/maintenance	£500.00	£500.00
Pavilion maintenance (inc. servicing & cleaning)	£1,600.00	£1,600.00
Parish utilities (Electric, water, WiFi)	£2,800.00	£2,500.00
Pavilion car park and accessway maintenance	£800.00	£500.00
Defibrillator maintenance	£200.00	£400.00
TOTAL	£18,800.00	£20,250.00
OFFICE & ADMINISTRATION		
Staff salaries	£12,005.00	£12,500.00
Audit fees	£650.00	£500.00
Insurance	£2,600.00	£3,000.00
Subscriptions (Parish online, NALC, SALC, SLCC, ICO)	£550.00	£300.00
Street planting/MW grant/Coronation - S137 Grants	£3,460.00	£2,500.00
Election	£500.00	£0.00
Administration	£2,000.00	£2,400.00
Communication costs	£1,800.00	£1,800.00
Training (Councillors & Clerk)	£500.00	£500.00
Legal costs	£1,000.00	£1,000.00
TOTAL	£25,065.00	£24,500.00
PROJECTS (*ring fenced)		
*Defibrillator - replacement unit & parts fund	£100.00	£0.00
*Pavilion refurbishment	£0.00	£0.00
*Churchyard walls & gate maintenance	£0.00	£3,000.00
*Laptop replacement fund	£150.00	£150.00
Village Car Parks	£3,750.00	£0.00
Noticeboard (REMOVE)	£1,500.00	£0.00
*Bus stop shelter	£4,500.00	£0.00
*Play area equipment replacement	£1,000.00	£0.00
Cemetery extension	£0.00	£0.00
Speedwatch (NEW)	£0.00	£4,000.00
TOTAL	£11,000.00	£7,150.00
TOTAL	£54,865.00	£51,900.00

RESOLVED: To **APPROVE** the budget for 2024-25.

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23/152 Finance – To APPROVE the move and rename of ring-fenced reserves.

ACCOUNTS AS AT 31ST MARCH 2023	£	91,863.69	Total at 31/3/2023	Budget additions FY2023-24	In year xfer to budget line(-)	Total Reserves at 31/3/2024	Notes (to be added at EoY)
Projects with ring fenced reserves:							
Election (NEW)		0		500	0	£500.00	From Budget line @ EoY
Speedwatch (NEW for 24-25)		0		0	0	£0.00	£4000 allocated in 24-25 budget
Pavilion refurbishment		£32,401.00		£0.00		£32,401.00	
Churchyard wall and gate & legal fees		£2,000.00		£0.00		£2,000.00	
Village Car parks fence & maintenance COMBINE		£5,250.00		£7,500.00	-£5,471.00	£7,279.00	COMBINE @EoY
Pavilion car park maintenance COMBINE		£2,000.00		£0.00		£2,000.00	COMBINE @EoY
Play area enhancement		£5,373.91		£1,000.00	-£1,721.00	£4,652.91	
Cemetery extension - reinstate burial ground		£8,640.00		£0.00	-£416.08	£8,223.92	
Defibrillator reserve		£1,973.79		£100.00	-£750.00	£1,323.79	
Bus Shelter (COMPLETE - REALLOCATE TO CAR PARKS R		£3,500.00		£4,500.00	-£6,495.00	£1,505.00	REMAINDER @ EOY TO CAR PARKS
SSDC CIL payments		£0.00		£0.00		£0.00	
Laptop replacement fund		£150.00		£150.00		£300.00	
Noticeboard (COMPLETE - REALLOCATE TO CAR PARKS F		£0.00		£1,500.00	-£778.00	£722.00	REMAINDER @ EOY TO CAR PARKS
ADMIN RESERVE		£30,575.30		£0.00		£34,195.38	50% RUNNING COSTS ~ £22375 - REMAINDER TO CAR PARKS
TOTAL RESERVES		£91,864.00		£14,750.00	-£15,631.08	£95,103.00	PROJECTED

RESOLVED: To APPROVE the move and rename of ring-fenced reserves.

23/153 Finance – To APPROVE the precept request for 2024-25.

RESOLVED: To APPROVE a precept request for £51,900.00 for 2024-25.

ACTION: Clerk

23/154 Finance – To APPROVE a grant request from Children’s Air Ambulance.

It was decided not to give a grant at this time.

23/155 Finance – To APPROVE opening a savings account with Lloyds Bank.

RESOLVED: To APPROVE the opening of 2 savings accounts with Lloyds bank – 1 instant access and 1 with notice.

23/156 To consider a response to correspondence from Somerset Council regarding Asset and Service Devolution.

It was decided that no response could be provided at this time as not enough information regarding the asset and service devolution had been forthcoming from Somerset Council for the parish council to make an informed response.

23/157 To consider a response to correspondence from SALC Chairman, Dave Mitton, asking ‘How can SALC better serve your council?’

No response was agreed at this time.

23/158 To APPROVE the Wessex Internet agreement.

RESOLVED: To APPROVE the Wessex Internet agreement. The Chair signed the agreement and the Clerk/Proper Officer witnessed the signature.

ACTION: Clerk

23/159 To APPROVE the Recreation Ground rules.

Cllr Groves offered some amendments to the rules circulated which were accepted.

RESOLVED: To APPROVE the Recreation Ground Rules with amendments.

23/160 Reports – To receive reports from:

- Parish Councillors

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b. Working Groups

Cllr T Groves gave a report from the Ash Biodiversity WG, explaining that the local nature reserve in the Millennium Wood was progressing, the tree's had been planted outside of the school and they were assisting the school with reinstating their pond.

23/161 Clerks report and correspondence.

The clerk reported that PlusNet was withdrawing as an internet service provider to businesses. Cllr Davey agreed to look into alternative providers and solutions.

23/162 Items for the next or future agenda.

- To APPROVE the Memorandum of Understanding with Somerset Highways for the SID locations and installations
- To APPROVE the plans for the Cemetery Extension
- To APPROVE the Cemetery Rules and Table of Fees

23/163 Date of next meeting – 5 February 2024 (Cllrs to note - All agenda items to be notified to the Parish Clerk by Thurs 25 Jan 2024).

20:55 – Meeting closed