

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

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

In attendance: J Ferguson (Parish Clerk), Somerset Cllr (SCllr) John Bailey (part-time) and 5 members of the public.

Public comments

It was commented that the new footpaths and daffodils looked lovely.

Somerset Councillor Reports

A written report had been provided and Cllr Bailey described a Triage service that was being trialled out of Martock Surgery.

19:15 – Meeting opened

23/202 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1)).

None

23/203 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).

None.

23/204 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 11 March 2024.

23/205 Matters to report from a previous meeting.

Cllr England reported that the footpaths had both been completed to an excellent standard and the school were reportedly happy with the improvements. Thanks were given to Cllr England for overseeing this project so successfully.

Cllr Halfhide gave an update on the Cemetery consecration process which had been started, the Diocese had contacted a local vicar to understand if they wished to hold a service at the time of consecration. This was being considered.

23/206 To co-opt members onto the Parish Council.

No one came forward to be co-opted at this time.

23/207 Planning decisions report.

None.

23/208 Planning applications. 24/00693/HOU. Lavers Court, Dotts Orchard View, Middle Leaze Drove, Ash. First floor extensions and alterations.

RESOLVED: To **SUPPORT** the application.

23/209 To NOTE the resignation of the Clerk and report on the recruitment campaign.

ASH PARISH COUNCIL

Clerk: Julie Ferguson

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

Cllr Davey thanked the clerk for all her work over the last 5 years and wished he well in her new employment. The PC were considering using a locum service for a few months whilst they agreed the scope of the position, thinking that the paid hours may be able to be reduced if the PC took on some of the clerk role responsibilities.

23/210 Finance – To APPROVE the payment schedule for April 2024.

Ash Parish Council APRIL 24 Payment Schedule				
Invoice	Payee	Particulars	Amount	
1	STAFF	SALARIES & EXPENSES	£954.45	
2	R EVIS	GROUND MAINTENANCE MAR24 (SO)	£458.33	REPORT
3	K L BUNGAY	PAVILION CLEANING MAR24 (SO)	£90.00	REPORT
4	MILLENNIUM WOOD MNGMNT GROUP	ANNUAL MANAGEMENT FEE	£660.00	
5	S DAVEY	REIMBURSE VIRTUAL LANDLINE (SO)	£5.95	REPORT
6	BRISTOWS ELECTRICAL	DEFIB CABINET INSTALLATION (MILTON)	£248.59	
7	MR B R PAYNE	ASH SCHOOL CAR PARK NEW PATH	£4,100.00	
TOTAL			Apr-24	£6,517.32

RESOLVED: To approve the payment schedule for April 2024.

ACTION: Cllr Davey and Cllr T Groves

23/211 Finance – To APPROVE the 23-24 EoY Cashbook/Bank Reconciliation and Budget.

ASH PARISH COUNCIL					
Receipts and Payments Summary for the year ending 31st March 2024					
	Last Year 2022/23	This Year 2023/24		This Year Allocated budget	This Year Budget remaining
RECEIPTS					
Precept	£ 42,250.00	£ 43,723.00			
Deposit Interest	£ 9.20	£ 370.37			
Cemetery Fees	£ 1,845.00	£ 1,060.00			
Grants	£ 3,437.50	£ 3,750.00			
Pavilion	£ 2,470.00	£ 2,790.00			
VAT repayment	£ 9,266.03	£ -			
Other refunds	£ 75.00	£ 200.00			
Donations	£ 500	£ 1,500.00			
TOTAL RECEIPTS	£ 59,852.73	£ 53,393.37			
PAYMENTS					
			Reserve xfer		
Clerks Salary	£ 11,472.39	£ 11,380.77		£ 12,005.00	£ 624.23
Communications	£ -	£ 180.00		£ 1,800.00	£ 1,620.00
Admin Subscriptions	£ 270.30	£ 317.93		£ 550.00	£ 232.07
Admin General	£ 1,970.10	£ 2,903.62		£ 2,000.00	-£ 903.62
Environment - Ranger	£ 1,721.15	£ 2,008.58		£ 3,400.00	£ 1,391.42
Environment - Play area	£ 433.33	£ 100.00		£ 700.00	£ 600.00
Environment - Grass cutting & trees	£ 2,176.90	£ 8,143.29		£ 7,800.00	-£ 343.29
Environment - Biodiversity		£ 635.30		£ 500.00	-£ 135.30
Cemetery		£ -		£ 1,000.00	£ 1,000.00
Parish Utilities	£ 3,135.66	£ 2,660.55		£ 2,800.00	£ 139.45
Pavilion maintenance	£ 802.16	£ 3,547.67		£ 1,600.00	-£ 1,947.67
Pavilion Car Park	£ -	£ -		£ 800.00	£ 800.00
Audit	£ 300.00	£ 455.00		£ 650.00	£ 195.00
Insurance	£ 2,140.87	£ 2,590.28		£ 2,600.00	£ 9.72
Defibrillator	£ 184.67	£ 96.65		£ 200.00	£ 103.35
Training	£ 356.66	£ 85.00		£ 500.00	£ 415.00
Parish Projects (To reserves at EOY	£ 33,043.80	£ 17,443.18	£ 8,943.18	£ 8,500.00	£ -
Grants (S137)	£ 4,145.37	£ -		£ 3,460.00	£ 3,460.00
Legal costs		£ 513.00		£ 1,000.00	£ 487.00
Election	£ -	£ -		£ 500.00	£ 500.00
VAT incurred on payments in year	£ 8,037.03	£ 3,678.98		£ -	
TOTAL PAYMENTS	£ 70,190.39	£ 56,739.80		£ 52,365.00	-£ 4,374.80
Excess of Receipts over Payments plus balances b/fwd	-£ 10,337.66 £ 102,201.35	-£ 3,346.43 £ 91,863.69			
Balances c/fwd	£ 91,863.69	£ 88,517.26			
Reconciliation with bank accounts - 31st March 2024					
Lloyds Business Account	-	£ 34,944.00			
Lloyds BB Instant Online	-	£ 3,293.06			
Lloyds Deposit Account	-	£ 50,280.20			
Less Outstanding payments	-				
Add Outstanding lodgements	-				
Total balances at bank		£ 88,517.26			

RESOLVED: To APPROVE the 23-24 EoY Cashbook/Bank Reconciliation and Budget.

ASH PARISH COUNCIL

Clerk: Julie Ferguson

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23/212 Finance – To **CONSIDER** instructing a locum officer.
RESOLVED: To **APPROVE** a budget of £300/month for a locum officer.

23/213 Finance – To **CONSIDER** paying someone to monitor trees and defibrillators.
Cllr A Groves reported that a volunteer had been found to check the trees in the Millennium Wood, but a tree surgeon would need to inspect the trees at Burrough Street. This was agreed and costs would be brought to a future meeting for approval. She further agreed to carry out the weekly defibrillator checks and reporting on The Circuit.

23/214 To **AGREE** a scheme of delegation until a new clerk is recruited.
The PC agreed to meet and put together a scheme of delegation before the next meeting, where it would be presented for approval.

23/215 To **APPROVE** a request to re-site a headstone in the Cemetery.
Public members present suggested that a family member may be able to be contacted, so could pass on the message that the headstone would be straightened at no cost to either the PC or the family.

RESOLVED: To **APPROVE** a request to re-site (straighten up) a headstone in the Cemetery

23/216 Reports – To receive reports from:

a. Parish Councillors

Cllr Davey reported that the shared track to the Cemetery was to be temporarily out of action as it was undergoing resurfacing. Noted.

Cllr A Groves had obtained 3 quotes for a Ranger service in the parish which would be considered at the next meeting.

b. Working Groups

Cllr A Groves reported from the MWMG with a request for the rainwater collection system that had been purchased and installed be added to the Asset Register with a value of £1000. Agreed.

23/217 Clerks report and correspondence.

The clerk reported that the 2023-24 file had been completed and was with the internal auditor.

23/218 Items for the next or future agenda.

- To approve a scheme of delegation for payments, to include other delegated responsibilities.
- To approve a Ranger contract for 2024-25.

23/219 Date of next meeting – 13 May 2024 (Cllrs to note - All agenda items to be notified to the Parish Clerk by Thurs 2 May 2024).

20:45 – Meeting closed