

# CHARLTON HORETHORNE PARISH COUNCIL

Clerk: Julie Ferguson. Chilthorne Knapp, Chilthorne Domer, Yeovil, BA22 8QZ

Tel: 07783 475200

E-mail: [clerk@charltonhorethorne.org.uk](mailto:clerk@charltonhorethorne.org.uk)

## Minutes of Meeting of Charlton Horethorne Parish Council held on Monday 30 January 2023 at 19:30hrs

### Present – Councillors (Cllrs)

Tim Archer (Chair), Patrick Lynch, Roger Pipe, Roger Thornham

### In attendance:

Julie Ferguson - Parish Clerk and 40 members of the public.

### i) Public Open Session

There was a number of potholes reported and it was agreed to report a stray dog that had been seen in the area.

### ii) County & District Councillors Reports

Cllr Clarks report had been circulated via email.

### 19:35 – Meeting opened

### 22/88 To receive apologies for absence and to approve the reasons given

Apologies were received from Geoff McHugh, for personal reasons.

### 22/89 Declarations of interests

Cllr Lynch and Cllr Archer declared a pecuniary interest in item 22/104, as neighbours.

### 22/90 To approve the minutes of the previous meeting – 30<sup>th</sup> January 2023

**RESOLVED:** To approve the minutes of the meeting held on 30<sup>th</sup> January 2023 as a true and accurate record of the meeting.

### 22/91 Matters to report from the previous meeting

None.

### 22/92 Planning decisions report

20/03404/OUT - Land At Ciderhouse Farm, Sigwells DT9 4LN. Outline application with some matters reserved for demolition of existing agricultural buildings and the erection of 5 no. C3 dwelling houses. Approved.  
Noted.

### 22/93 Planning applications – None.

### 22/94 Finance – To approve the payment schedule for January 2023

Clerk's gross salary and expenses	£206.20
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**RESOLVED:** To approve all payments.

### 22/95 Finance – To report the payments made since the last meeting

Clerk's gross salary and expenses	£178.07
J Flynn – Annual website fee	£100.00

Noted.

### 22/96 Finance – To approve the cashbook and bank reconciliation to 31 December 2022

**RESOLVED:** To approve the cashbook and bank reconciliation. Bank total £11,543.21

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Chairman

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Date

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## 22/97 Finance – To note the year-to-date budget as of 31 December 2022

CHARLTON HORETHORNE PARISH COUNCIL 2022-23			
Receipts and Payments Summary for the year ending 31st March 2023			
		Last Year	This Year
		2021-22	2022-23
<b>RECEIPTS</b>			
	Precept	£ 8,155.00	£ 8,618.00
	Deposit Interest	£ 0.36	£ 7.52
	Grants	£ 1,050.00	£ -
	Defibrillator donations	£ -	£ -
	VAT refund	£ 218.33	£ -
	<b>TOTAL RECEIPTS</b>	<b>£ 9,423.69</b>	<b>£ 8,625.52</b>
<b>PAYMENTS</b>			
	Clerks Emoluments	£ 1,768.30	£ 1,580.40
	HMRC	£ 238.60	£ 252.17
	Admin General	£ 699.40	£ 632.59
	Admin Subscriptions	£ 174.93	£ 179.00
	Website	£ 160.00	£ 160.00
	Village Green	£ 453.99	£ 375.45
	Community Plan	£ -	£ -
	Environment - General Maintenance	£ 200.00	£ -
	Audit	£ -	£ -
	Insurance	£ 380.16	£ 446.66
	Training	£ 440.00	£ -
	Elections	£ -	£ -
	Reserves	£ -	£ -
	IT/Software	£ -	£ -
	Defibrillator	£ -	£ 165.00
	Grants	£ 2,600.00	£ 3,750.00
	VAT incurred on payments in year	£ 206.33	£ 149.49
£ -	<b>TOTAL PAYMENTS</b>	<b>£ 7,321.71</b>	<b>£7,690.76</b>
	Excess of Receipts over Payments	£ 2,101.98	£ 934.76
	plus balances b/fwd	£ 8,506.47	£ 10,608.45
		£ -	
	Balances c/fwd	<b>£ 10,608.45</b>	<b>£ 11,543.21</b>
<b>31/12/2022</b>	Reconciliation with bank accounts		
	Nat West Bank PLC Current	-	£ 8,040.29
	Nat West Bank PLC Business F	-	£ 3,502.92
	Less Outstanding Cheques		
	Add Outstanding lodgements		
	<b>Total balances at bank</b>	<b>£ -</b>	<b>£ 11,543.21</b>

Noted.

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Chairman

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## 22/98 Finance – To approve the 2023-24 budget

CHARLTON HORETHORNE PARISH COUNCIL 2023-24 Budget		
Payments	Budget 22-23	Budget 23-24 DRAFT
Clerks Emoluments	£ 1,760.00	£ 2,250.00
HMRC	£ 440.00	£ -
Admin General (expenses,payslips & hall hire)	£ 570.00	£ 700.00
Admin Subscriptions	£ 210.00	£ 250.00
Website	£ 300.00	£ 200.00
Village Green	£ 550.00	£ 600.00
*Community Plan	£ 480.00	£ 500.00
Environment - General Maintenance	£ 170.00	£ 200.00
Audit	£ -	£ 100.00
Insurance	£ 400.00	£ 500.00
Training	£ 100.00	£ 100.00
Elections	£ 300.00	£ 200.00
*Defibrillator	£ 200.00	£ 200.00
Grants - CH Millennium Green Trust	£ 750.00	£ 750.00
Grants - CH PCC	£ 450.00	£ 450.00
Grants - CH Village Hall	£ 500.00	£ 500.00
Grants - Stowell PCC	£ 450.00	£ 450.00
Grants - CH Parish Magazine	£ 100.00	£ 100.00
Grants - CH Primary School	£ 400.00	£ 400.00
Grants - S137		
*IT (laptop & s/w)	£ 88.00	£ 88.00
Reserves contribution	£ 400.00	£ 400.00
VAT incurred on payments in year		
<b>Total Expenses</b>	<b>£8,618.00</b>	<b>£8,938.00</b>

**RESOLVED:** To approve the draft 2023-24 budget.

## 22/99 Finance – To approve the 2023-24 Precept request

**RESOLVED:** To approve a 2023-24 Precept request of £9,288.00.

**ACTION:** Parish Clerk

## 22/100 Finance - To agree funding requirements for installation of Speed Indicator Device (SID)

**RESOLVED:** To agree to pay £100 to Henstridge Parish Council for each 6 week loan period.

## 22/101 To agree arrangements including dates and location for SID

**RESOLVED:** To agree for the Chapter 8 trained persons to continue to manage the location and movement of the SID, with locations outside the Village Hall and Milborne Port Road. Dates TBD.

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Chairman

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Date

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## **22/102 To agree Councillor roles and responsibilities**

The following Cllr roles were appointed:

Cllr Archer – Liaison and communications (first point of contact for external organisations)

Cllr Lynch – Planning and environmental issues

Cllr Pipe – Community plan, PC financial monitoring and local economy issues

Cllr Thornham – Traffic and highways issues inc. SID

Cllr McHugh – Harvest Lane liaison.

## **22/103 To report on issues with smells from a local dog/hunt kennels**

Cllr Archer suggested that anyone affected by unpleasant odours contact the clerk, to collate and justify a request for a 'Cease and Desist' order being served on the kennels.

## **22/104 To report on recent discussions with Grassroots and Charlton Horethorne Community Land Trust (CLT) regarding Harvest Lane proposals**

Cllr Archer gave a brief on the resulting actions after the consultation/discussions with Grassroots, with full responses to the questions provided and an updated site plan being put forward. It was agreed that the Parish Council website would be updated to include a dedicated page for all of the publications provided by Grassroots and also the answers to the questions posed by parish residents.

**ACTION: Cllr Archer and Parish Clerk**

## **22/105 To receive Councillor reports**

Cllr Archer reported that Catherine Matthews had been awarded the Chairs Award for Service to the Community, as nominated by the Parish Council. It was recognised that she had served the parish in many guises and was thanked for all her efforts over many years.

## **22/106 To receive the Parish Clerk's report and correspondence**

**The following items of correspondence had been circulated via email:**

- SSDC Members briefing
- TRO for extension of 7.5tonne weight limit on lanes passing through Blackford
- NHS Somerset public consultation on the future of hospital based stroke services
- SSDC Get Sussed briefings
- Marie Curie Volunteer Advert
- Somerset Levels flooding updates
- LCN briefings
- Somerset Council branding
- Dementia Friendly Community Buildings
- Dry January campaign
- Somerset Bus Partnership briefings
- Social Care in Somerset recruitment campaign
- Walking in England article
- SCC Driver volunteers needed for medical appointments

## **22/107 Items for the next agenda**

- To consider a budget for any Coronation weekend events.

## **22/108 Date of next meeting – 27<sup>th</sup> March 2023**

**21:00 – Meeting closed.**

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Chairman

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Date