

CHARLTON HORETHORNE PARISH COUNCIL

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

Tel: 07783 475200

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Minutes of Meeting of Charlton Horethorne Parish Council held on Monday 31 May 2023 at 19:30hrs

Present – Councillors (Cllrs)

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

In attendance:

Julie Ferguson - Parish Clerk and 9 members of the public.

i) Public Open Session

There was nothing discussed at this time.

ii) County & District Councillors Reports

Cllr Dyke reported on Unitary transition and answered questions relating to LCNs.

19:05 – Meeting opened

23/1 To elect a Chair

RESOLVED: Cllr Archer was elected as Chair. The Declaration of Acceptance of Office was signed.

23/2 To receive apologies for absence and to approve the reasons given (LGA 1972 s85(1))

None.

23/3 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.

23/4 To approve the minutes of the previous meeting – 27th Mar 2023 (LGA 1972 sch 12, para 41(1))

RESOLVED: To approve the minutes of the meeting held on 27th Mar 2023 as a true and accurate record of the meeting.

23/5 To elect a Vice-Chair

RESOLVED: To elect Cllr Lynch as Vice-Chair.

23/6 Matters to report from a previous meeting

None.

23/7 Planning decisions report

None.

23/8 Finance – To approve the payment schedule for May 2023

| Payee | Particulars | Amount |
|-----------|------------------|---------|
| STAFF | SALARIES (MAY23) | £206.20 |
| GALLAGHER | INSURANCE | £446.66 |
| PINNACLE | PAYROLL FEE | £96.00 |
| CHVH | HALL HIRE | £52.00 |

TOTAL £1,010.20

RESOLVED: To approve all payments totalling £1010.20.



Chairman

15-8-22

Date

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23/9 Finance – To report the payments made since the last meeting

| | | |
|-------|------------------|---------|
| STAFF | SALARIES (APR23) | £209.34 |
|-------|------------------|---------|

Noted.

23/10 Finance – To approve the cashbook and bank reconciliation to 31st March 2023

RESOLVED: To approve the cashbook and bank reconciliation to 31st March 2023.

23/11 Finance – To consider the Internal Auditors Report

Noted.

23/12 Finance – To agree to exempt the Parish Council from an external audit, due to income or expenditure being less than £25K and sign the exemption certificate

RESOLVED: To agree to exempt the Parish Council from an external audit, due to income or expenditure being less than £25K and sign the exemption certificate.

23/13 To review and adopt the Standing Orders

RESOLVED: To adopt the Standing Orders.

23/14 To review and adopt the Financial Regulations

RESOLVED: To adopt the Financial Regulations.

23/15 To review and adopt the Code of Conduct

RESOLVED: To adopt the Code of Conduct.

23/16 To review and adopt the Dignity at Work/Bullying and Harassment Policy

RESOLVED: To adopt the Dignity at Work/Bullying and Harassment Policy.

23/17 To review and adopt the Freedom of Information Policy

RESOLVED: To adopt the Freedom of Information Policy.

23/18 To review and adopt the Data Protection Policy

RESOLVED: To adopt the Data Protection Policy.

23/19 To receive Councillor reports

Cllr Archer explained that a solution was being sought for Village Green maintenance, due to the quote from the previous contractors being significantly increased from previous years.

A sign had been erected on the Village Green without express permission being sought or granted. The PC had agreed to allow the local school sign to remain as it was considered temporary, however had advised that in future, permission would be required.

Cllr McHugh reported that a planning application from Hopkins Developments was expected to be submitted in June. He would request that the developers hold a public session in the village, but was not hopeful.

23/20 Items for the next agenda

None.

23/21 Date of next meeting – 10th July 2023 (tbc)

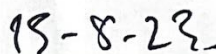
23/22 Exempt Session – Exclusion of the Press & Public

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- i) Candidates for the Chairs Award for Services to the Community were discussed.
- ii) An update on Clerk recruitment was heard



Chairman



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20:25 – Meeting closed.



Chairman

15-8-23.

Date