

CHARLTON HORETHORNE PARISH COUNCIL

Clerk: Ann Lee 3, Sparkford Road, Sparkford, Yeovil, BA22 7FA

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Minutes of Meeting of Charlton Horethorne Parish Council held on Tuesday 29 January 2023 at 19:30hrs

Present – Councillors (Cllrs)

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

In attendance:

Cllr Nicola Clark, Ann Lee - Parish Clerk and 23 members of the public.

i) Public Open Session:

The Chair welcomed residents to the open session, acknowledging that the outcome of the Harvest Lane planning application was not known. He explained that the application had not been included on the agenda for the Unitary Councils Planning meeting in January section of the Parish Council meeting. He invited members of the public to take the opportunity to speak for three minutes each on matters related to the parish. Matters raised by the public included:

- The value and importance of support provided by the PC through their grant scheme especially during this period of austerity for three community assets: the Church Grave Yard, Village Hall and Millennium Green with its Playground and the gratitude the whole Parish placed on the Trustees who operate this on behalf of the wider community.

Parish Council Meeting opened at 19.35.

- 24/1 Welcome from the Chair.** The chair formally thanked Cllrs for their attendance.
- 24/2 To receive apologies for absence and to approve the reasons given**
(LGA 1972 s85(1) Apologies were received from Cllr Nicola Clark and Cllr Sarah Dyke MP.
- 24/3 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).
- Cllr Lynch declared an interest in the Harvest Lane application.
- Cllr Archer stated that parishioners should be aware that a complaint was made on the back of the last meeting regarding his participation in the Harvest Lane application discussion. He stated that the Monitoring Officer has considered the circumstances and advised that he shouldn't have taken part in the discussion. Cllr Archer declared that he will not be taking part in any future discussions and would be undertaking training relating to this within the next two months.
- 24/4 To approve the minutes of the previous meeting – 15th of November 2023** (LGA 1972 sch 12, para 41(1) The minutes were proposed as an accurate account of the previous meeting and proposed by Cllr Archer and seconded by Cllr R Pipe. Unanimously carried. Cllr Archer signed and dated a copy of the minutes presented to him by the Clerk.
- 24/5 Matters to report from previous meeting;-** No matters identified.

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24/6 To Receive Planning Applications

Application Number	Proposal	Applicant Details
23/02275/Hybrid	<p>Update: Land between North Road and Harvest Lane, Charlton Horethorne.</p> <p>Hybrid mixed use planning application comprising:</p> <ol style="list-style-type: none">1. Full application for 28 dwellings, 665 sqm of commercial space use Class E(g), public open space, allotments, drainage, landscape and ancillary works.2. Outline planning permission with all matters reserved bar access for an additional 3 self/custom build dwellings. Location between North Road and Havens Lane, Charlton Horethorne Sherbourne, DT9 4NS <p>Objection from PC 15 November 2023</p> <p>Cllr McHugh advised that the application is not on the agenda for Somerset Council Planning Committee on the 30th January 2024. No further discussions took place.</p>	Oliver Hoskins Estates LTD
20/03404/OUT	<p>Land at Cider house Farm, Sigwells, Sherbourne Dorset, DT9 4LN</p> <p>Outline application some matters reserved for demolition of existing agricultural buildings and erection of 5no.C3 dwelling houses.</p> <p>PC in favour of application: Awaiting decision.</p>	Mr and Mrs V Norman
23/02502/FUL	<p>Land At Ciderhouse Farm Sigwells Sherborne Dorset DT9 4LN</p> <p>Proposed change of use and conversion of an agricultural building (originally built as an airfield fire station) for use as a single private dwelling, with associated curtilage and the erection of a garage.</p> <p>PC in favour of application: Awaiting decision.</p>	
23/02782/FUL	<p>Land at Half Acre Lane Charlton Horethorne, Sherbourne, Dorset, DT9 4NT</p> <p>Erection of agricultural building, lambing polytunnel and formation of access track using existing access</p> <p>PC in favour of application: Awaiting decision</p>	Mrs Catherine Matthews

24/7 Finance –To approve the cashbook and bank reconciliation to 31st December 2023. The Clerk presented the cashbook and bank reconciliation.

Balance in Business Current Account £3,545.26

Balance in Business Reserve Account £12,790.58

Chairman

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Total available funds to the Parish: £16,335.84

Cllrs resolved that the statements were an accurate reflection of the bank statements and Cllrs Pipe and Thornham signed the documents.

24/8 Finance – To report payments made since the PC meeting 15 November 2023.

The Clerk verified that the following payments had been made since the previous meeting.

Payee	Particulars	Amount
STAFF	SALARY	£700.00 ACCRUED since July 23 - November
MILBOURNE COMPUTING	Domain name retention	£ 72.00
HMRC	PAYE	£140.00
PINNACLE	PAYROLL FEE	£ 45.60
SALC	SUBSCRIPTION	£180.43
CHVH	HALL HIRE	£ 52.00
Jimmy Flynn	WEBSITE PROVISION	£100.00
TOTAL		£1290.03

24/9 Finance – To approve the payment schedule for January 2024.

The Clerk presented the following items for payment.

Cllrs resolved to make the following payments. Proposed by Cllr Archer, seconded by Cllr Lynch, unanimously agreed.

Payee	Particulars	Amount
STAFF	SALARY	£280.00 ACCRUED since Dec-Jan
STAFF	TRAVEL	£14.34
HMRC	PAYE	£70.00
SOMERSET COUNCIL	Late payment 21.3.23	£669.48
RESIDENT	Late payment Fireworks	£200.00
TOTAL		£1233.82

Cllr Archer reminded the Council that the PCC had not yet received a previously awarded grant for the sum of £500. The application was approved in August. The sum therefore agreed was £1733.82. Proposed by Cllr Archer, seconded by Cllr Pipe.

24/10 To consider grant applications submitted to the Council for Consideration.

Cllr Archer explained that Cllr Pipe had written to previous grant applicants inviting them to submit applications for the forthcoming year for the purpose of budget planning. He explained that several local applications had been received included submissions from the School, PCC, Village Hall and a local Bus Service Charity. He explained however, that Cllr McHugh had brought to his colleague's attention that the current PC policy only accommodated "one off" spends opposed to support for ongoing revenue/ maintenance costs. Cllr McHugh reminded Cllrs that the PC are guardians of public funds and therefore have a responsibility to award funding based on critical need; benefit to parishioners in the parish and within spending limitations set by the Unitary Authorities published threshold.

Cllr Archer emphasised that all the applications made to date were all worthy causes and ones that Cllrs would wish to support. He proposed, that with the exception of the School application (a

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proposed one off payment), that other applicants be given the opportunity to reapply using the criteria stipulated in the policy for either the same amount of funding/ more or less. Cllr Lynch indicated that he felt confident that organisations would have projects they would want to be undertaking and would be able to make presentation in their applications to meet the criteria. Cllr McHugh cautioned applicants not to expect an annual funding from the PC for general expenditure as that is not what the Parish Precept is designed for. Cllrs debated the merits and the significant value that each of the applicants causes bring to the Village. Cllr Pipe explained that funding applications currently amount to 20% of the PCs budget and that under the local government act we are only allowed to distribute £10.81 for every person on the electoral register.

ACTION: i) Cllr Archer agreed to write to all applicants explaining the PC policy regarding grant applications, inviting them to reconsider their applications to fulfil the PC's grant policy criteria.

ii) Cllr Pipe to establish the permitted level of funding that the PC can expend in accordance with the number of parishioners on the electoral register.

The PC proceeded to review each application:

i) To consider a grant application towards the Parish Magazine

The Chair asked the applicant to complete a timely application for next year with budgeting scheduled going forward for January. The Clerk stated that an application had not been received. Consequently, Cllrs concluded they could not proceed any further at this stage.

ii) To consider a grant application from the School for £400 towards a maths station for key stage one pupils. (The total cost for the project was noted as over £1200). Cllr McHugh stated he was no longer a School Governor and therefore had no conflict on interest. He commented that the applicants had partly raised their own funds through the Friends of the School Association and had applied to Hinkley Point's grant making body for the remainder, thereby demonstrating the seriousness of their application, and hadn't approached the PC on an annual basis for financial support.

Cllr Archer proposed support for the application. This was seconded by Cllr McHugh. Unanimously agreed. **ACTION: Clerk** to advise the school that their application has been successful.

iii) To consider a grant application from the SSCAT Bus for £500 towards community accessible transport.

ACTION: Cllr Archer to write to the applicant explaining the PC policy regarding grant applications, inviting them to reconsider their application in order to fulfil the PC's grant policy criteria.

iv) To consider a grant application from St Peters Church and St Paul for £600 towards grass cutting, tree maintenance, building and fabric.

ACTION: Cllr Archer to write to the applicant explaining the PC policy regarding grant applications, inviting them to reconsider their application in order to fulfil the PC's grant policy criteria

v) To consider a grant application from the Village Hall for £500 towards continued availability and maintenance.

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ACTION: Cllr Archer to write to the applicant explaining the PC policy regarding grant applications, inviting them to reconsider their application to fulfil the PC's grant policy criteria

24/11 To approve the budget for 24/25

The Clerk presented the proposed budget at a total amount of £9,918. Cllr Archer stated that all the assumptions seemed safe in the context of inflation, the current financial climate and reflected provision for some contingency with the present circumstances faced by the Unitary Authority with services being insecure in the year to come. Cllrs asked how much provision had been made for grants. Cllr Archer stated £3800 in total. He also remarked that by year end the PC forecasted a small surplus.

Cllrs debated the impact this would have on the precept and concluded that this would result in the increase for a band D property in the Village by £1.01 (3.7%)

Cllr McHugh stated that the PC should recognise that a budget is a nominal figure and that, as such provide leeway if required, especially given the uncertainty as the Unitary Authority are yet to announce decisions on service curtailment.

Cllr Archer proposed that the PC accept the proposed budget of £9,918 for next year. Seconded by Cllr McHugh. Unanimously agreed.

24/12 To approve the precept for 24/25

Cllr Archer proposed that the PC accept the proposed Precept of £9,918 for next year which equates to a rise of £1.01 for a Band D property. Seconded by Cllr McHugh. Unanimously agreed.

24/13 To consider the replacement of posts and chains bordering the Village Green Cllr McHugh.

Cllr McHugh stated that generating quotes for this work has proved challenging as the work is specialised with estimates ranging into thousands of pounds with a like for like replacement of metal chains and hardwood posts. He explained that the PC needed to find a way of funding it outside of the PC budget, possibly via grant applications and fundraising. He stated the PC were seeking volunteers to generate estimated costs for like for like replacement or an alternative proposal, perhaps metal posts, metal or plastic chains. David Peet volunteered to do some research and produce a like for like materials estimate. This offer was gratefully accepted. The costs are critical to move this project further. He proposed that the need for support be published in the Parish Magazine and Village Shop. Once costed the PC can seek support of volunteers to fund raise for this initiative.

Cllr Archer proposed that Cllr McHugh set up a working group to undertake this preparatory work. Cllr McHugh agreed to take this action.

ACTION: Cllr McHugh to initiate a working group to undertake this activity.

24/14 To adopt Code of Conduct for Somerset version 2020

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Cllr Acher stated that this is a governance matter to ensure the policy is updated. He stated that there isn't any material difference between the two policies. Cllr Archer proposed the adoption of the 2020 version for reasons of best practice. Seconded by Cllr Lynch. Unanimously carried.

24/15 To receive Councillor report's Cllr Clark

In the absence of Cllr Clark, Cllr Archer agreed to post her report and Cllr Dykes report on the Parish website.

24/16 To receive Police Report from Mya Greenfield The PC had not received a Police report.

24/17 Items for the next agenda

- a) Update on post and chain costs
- b) Decision on continuation of the SID
- c) Review of Standing Orders

24/18 Date of next meeting 4th March 2024.

24/19 Confidential matters

To note the NJC 23/24 local Government pay agreement has been finalised and NALC issues full details of the pay agreement on 6 November 23, with the directive for Councils to pay new rates and back pay with immediate effect. Back pay and the new rate to be implemented.

ACTION Cllr Archer to advise payroll.

Ann Lee

Parish Clerk

5 February 2024

End of Agenda

Chairman

Date