

HALSE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 3rd JULY 2024 at 7:30 pm AT HALSE VILLAGE HALL

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| Present: | Mr I Walker | Chair |
| | Mrs K Robinson Burge | Vice-Chair |
| | Mr D Huxtable | |
| | Mr L Morris | |
| In attendance | Mrs C Windeatt | Clerk to the Council |

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| | Public Questions <ul style="list-style-type: none"> None Reports from County Councillors <ul style="list-style-type: none"> None |
| 1. | Apologies for Absence <ul style="list-style-type: none"> Mrs S Haselock |
| 2. | Declarations of Interest <ul style="list-style-type: none"> None |
| 3. | Approval of Minutes of the meeting held on 17th April 2024 <ul style="list-style-type: none"> It was resolved that the minutes of the meeting be approved |
| 4. | Actions from Previous Meetings <ul style="list-style-type: none"> Risk Assessment – The EVP chargers at a value of £3300 have been added to the insurance policy. |
| 5. | Confirmation of co-option of Louis Morris as Councillor <ul style="list-style-type: none"> Councillors confirmed the co-option of Louis Morris as Councillor and the Chair welcomed LM to the Council and expressed his gratitude to LM for volunteering his services. Paperwork for new councillor was signed by LM. |
| 6. | Statutory documents |
| 6.1 | Standing orders revised May 2024 – The council approved the adoption of this revised document. |
| 6.2 | Code of conduct revised May 2024 – The council approved the adoption of this revised document. The Chair briefed the meeting on his online attendance at Code of Conduct event run by SALC. The slides from this event have been circulated to councillors, and the Chair encouraged councillors to read through these to bring them up to date with the roles and responsibilities of parish councillors. Action: Clerk to upload these revised statutory documents to the parish council website. Action: Clerk and Chair to review the ‘Information available from Halse Parish Council’ policy in preparation of adopting this policy at the next PC meeting. |
| 7. | Preston Solar Farm |
| 7.1 | Community Benefit Fund – The Chair recapped on the proposed building of this solar farm within the boundaries of Halse and Milverton PC’s and his ongoing discussions with Milverton PC and the developer regarding the split of the Community Benefit Fund (circa £6,000) per annum between the two parishes. The Chair reported that he had received a response from the developer, Innova, regarding the interpretation of the termination clause within the agreement as follows: <i>‘Conscious of your upcoming parish council meetings I am emailing to confirm that in circumstances where two parish councils are not in agreement on how the Community Benefit Fund should be divided, Innova’s default approach is to divide the fund equally. Should one party decide not to sign</i> |

Signed..... Date.....

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| | <p><i>the deed, their portion of the fund will go to the party who has signed the deed.'</i></p> <p>Based on the above information the Council agreed in principle to sign the agreement, once the revised agreement has been received, scrutinised and meets with the approval of the Council.</p> <p><i>Following the meeting the Chair circulated via email that this Agreement allows for Consumer Index Linked increases to the annual payments.</i></p> | | | | | | | | | | |
| 8. | <p>Roads and footpaths</p> | | | | | | | | | | |
| 8.1 | <p>Highways Monthly Report</p> <p>A highways report was circulated prior to the meeting. The salient points are:</p> <ul style="list-style-type: none"> • The gully at the corner of Whitmoor Lane has been cleared by Somerset Council. • The damage to Halse Water bridge has been reported to the Structures Department at SC, twice with supporting photographs. Structures Department report that this is on their list of repairs, but it is unlikely to be scheduled for repair in the near future. | | | | | | | | | | |
| 8.2 | <p>Footpaths Monthly Report</p> <ul style="list-style-type: none"> • A general discussion took place regarding footpaths and missing footpath signposts. The following actions were agreed: Action: KRB and LM to work together on drawing up a plan of footpaths within the parish, and the work required to clear/tidy these paths. Action: LM to organise via Newsletter and/or Halse News a working party of volunteers to carry out necessary works. Action: DH to talk to previous footpath councillor regarding where to obtain new footpath signposts and report back to KRB and LM. Action: LM/KRB to contact Somerset Council regarding supply of footpath signposts. | | | | | | | | | | |
| 9. | <p>Planning</p> | | | | | | | | | | |
| 9.1 | <ul style="list-style-type: none"> • Minute of the planning visits on 11th May 2024 was signed by the Chair . | | | | | | | | | | |
| 10. | <p>Finance</p> | | | | | | | | | | |
| 10.1 | <p>Annual Audit and submission of AGAR Forms</p> <p>10.1.1 – Internal Audit Report – This report, signed by Sam Kirkham on 30th June 2024 was received by the meeting and approved.</p> <p>10.1.2 – Governance Statement – This was approved by the Council</p> <p>10.1.3 – Annual Accounts and Accounting Statement – This was approved by the Council</p> <p>Action: Clerk to complete the submission of the AGAR Forms to the external auditor and upload to the parish council website.</p> | | | | | | | | | | |
| 10.2 | <p>Schedule of payments</p> <p>The following payments had been approved by the chair and paid as of 30th June 2024:</p> <table> <tr> <td>1. SALC Training course for I Walker</td><td>£25.00</td></tr> <tr> <td>2. Clerk's fee (April, May, June)</td><td>£372.00</td></tr> <tr> <td>3. HMRC Payment in respect of Clerk's fee (April,May,June)</td><td>£93.00</td></tr> <tr> <td>4. Clerk's expenses (April, May, June)</td><td>£18.74</td></tr> </table> <p>The following invoice was approved for payment:</p> <table> <tr> <td>1. FUUSE (EV chargers 1 year subscription)</td><td>£144.00</td></tr> </table> <p>The closing balance as of 30th June 2024 = £19,913.61.</p> <p>Following discussions on finances these actions were agreed:</p> <p>Action: Clerk to add Louis Morris as a signatory to the bank account</p> <p>Action: Clerk to investigate opening a reserve bank account with NatWest</p> <p>The clerk advised the meeting that Tracey Prosser (Fountain's End) has requested the PC to pay the annual cost of a green waste bin to take the grass cuttings and any other garden waste related to</p> | 1. SALC Training course for I Walker | £25.00 | 2. Clerk's fee (April, May, June) | £372.00 | 3. HMRC Payment in respect of Clerk's fee (April,May,June) | £93.00 | 4. Clerk's expenses (April, May, June) | £18.74 | 1. FUUSE (EV chargers 1 year subscription) | £144.00 |
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| | <p>keeping the village green and surrounding area tidy. Tracey Prosser and her father Tim regularly mow the grass in this vicinity and are happy to continue, but do not have the facility to compost the waste created.</p> <p>The council agreed this expenditure of £68 per annum.</p> <p>Action: Clerk to liaise with Tracey Prosser to implement this plan</p> |
| 11. 11.1 | <p>Unitary Authority Update</p> <p>The Chair advised that only 6 councils sent representatives to the last LCN Meeting. The next meeting is scheduled for 11th July 2024 at Wiveliscombe Rugby Club, and requested a volunteer to attend, as the Chair unavailable.</p> |
| 12. | <p>Grants</p> <p>No applications had been received. The Clerk confirmed the new grant form has been uploaded to the parish council website.</p> |
| 13. | <p>Clerk's Report</p> <p>The Clerk reported that all matters under her remit have been covered as noted above.</p> |
| 14. 14.1 14.2 14.3 | <p>Matters of Report</p> <p>Village Hall Report</p> <ul style="list-style-type: none"> Solar Energy Guarantee application had been submitted to EON Next and accepted. Under this agreement payment will be made annually. The village hall can expect to receive their first payment in June 2025. <p>Police Report</p> <ul style="list-style-type: none"> May report had been received from Brianna Whelan, and circulated prior to the meeting. <p>Other</p> <ul style="list-style-type: none"> None |
| 15. | <p>Date of Next Meeting :</p> <p>Wednesday 18th September 2024 7:30 pm – Halse Village Hall</p> <p>Item for Next Meeting - 'Information available from Halse Parish Council' policy</p> <p>Provisional dates for future Ordinary meetings were scheduled as follows: Wednesday 20th November 2024 Wednesday 22nd January 2025 Wednesday 26th March 2025</p> |

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