

**Minutes of Goathurst Annual Parish Council Meeting
Monday 13 May 2019 @ 8pm, Goathurst Village Hall
Agenda**

Attendees: Richard Kilbey, Isabel Shute, James Roberts, Danielle Filer, Sharon Piron (Clerk), Cllr Julie Pay (left the meeting @ 8.30pm)

1. **Apologies:** John Capell
2. **Declaration of Acceptance and Declaration of Interest by all Councillors:**
Forms completed.
3. **Election of Chairperson:** Richard Kilbey accepted the role, having been nominated by Isabel, seconded by James and supported by Danielle. Richard nominated Isabel as Vice Chairperson, seconded by James and agreed by Danielle. Isabel accepted the role.
4. **Declaration of Acceptance by Chairperson:** completed
5. **Appointment of other officers.** The following were agreed unanimously:
 - **Roads and flooding:** John Capell
 - **Planning:** Richard Kilbey
 - **Footpaths:** Isabel Shute
6. **Finance:**
 - 6.1 Certificate of Exemption - correction highlighted and then approved
 - 6.2 Annual governance statement approved
 - 6.3 Annual accounts approved
 - 6.4 Internal auditor to be approached by Richard
 - 6.5 Exercise of public rights period agreed
7. **Dates of future Parish Council meetings during 2020** agreed as follows:
 - 13 January 2020
 - 9 March 2020
 - 11 May 2020 (Annual meeting and ordinary meeting)
 - 13 July 2020
 - 14 September 2020
 - 9 November 2020

The meeting ended at 8.26pm and was immediately followed by:

Goathurst (ordinary) Parish Council Meeting

1. **Apologies:** John Capell
2. **Declarations of interest on agenda items:** None
3. **Public forum:** No members of the public attended.
4. **Approval of the Minutes of the meeting of 11 March 2019:** approved by Isabel (Vice Chair)
5. **Matters arising:**
 - **Item 5/9** Ongoing. John is in discussion with Tony Fairfax from the Highways Dept about the blocked culvert and will raise the issue of 'verge creep' causing deep ruts at the roadsides. **(ACTION: John.) Richard will follow up with John to establish progress.**
 - **Item 11, Litter Pick.** All agreed this was a job well done. Sharon to send item for inclusion in next parish magazine. **ACTION: Sharon**
6. **Planning application:**
29/19/00001 Stoneygate, Park Lane, Goathurst: Raising of roof height and installation of four dormer windows to form first floor living accommodation. This application had been circulated prior to the meeting. No objections or comments from the Parish Council and the application has now been approved.

7. **Financial matters:**
 - 7.1 **Approval of payments due**
The following payments were approved:
 - SALC new councillor training £25
 - SALC affiliation fee £53.95
 - Annual Insurance Premium £218
 - 7.2 **Reward & recognition** for Internal Auditor £40 approved
 - 7.3 **Update regarding bank mandate** – Sharon confirmed Barclays has finally confirmed that their records show 2 signatories are now required for online payments and cheques.
 - 7.4 **Funds held in current account to date** were discussed.
 - 7.5 **Annual increase to Clerk’s salary** was approved in line with NALC salary award. Regular payments form signed to increase standing order. Richard asked for an item on the next agenda to further discuss Clerk’s salary.
8. **Footpaths:** Isabel highlighted that some footpaths are overgrown. She will establish which ones need attention and report to the Council. **ACTION: Isabel**
9. **Roads and flooding:** See item 5 above. Additionally, a pothole is beginning to appear outside Brook Cottage, which will be monitored. Further potholes reported outside Lovedere House and between The Gables and Shepherd’s Corner, which James will report online. **ACTION: James.** The closure of Dancing Hill was discussed.
10. **Arrangements for Annual Parish Meeting** were discussed and agreed.
11. **Training attended/planned:**
 - New Councillor training (Danielle)
 - Fingerpost training (Richard K). Richard Piron due to attend 24 May.
 - External Audit training (Sharon)
12. **Village hall – Land Registration:** James has contacted three Solicitors for quotes and will report back when received. **ACTION: James.**
13. **Parish Cluster meeting:** Richard reported on the meeting held in January, where attendees agreed the concept should be continued. Awaiting date of next meeting.
14. **The ‘Telephone Exchange’:** to be followed up with John at next meeting regarding shelving and the possibility of him taking this on as a project. Sharon to find out about paint required to repaint the outside of the phone box. **ACTION: Sharon**
15. **Somerset Wood:** the Parochial Church Council (PCC) will discuss the idea of a commemorative tree being planted in the churchyard instead of the Somerset Wood. Their meeting is to be held on 21 May.
16. **Correspondence:**
 - 16.1 Request from the PCC to enlist help from GPC to apply for funding to help restore the lych gate war memorial. James offered to survey it and report back. **ACTION: James.**
 - 16.2 Request from SDC for parish councillors to join audit team. No volunteers.
 - 16.3 Invitation to meeting to be held at Over Stowey on 6 June to discuss Raves held on the Quantocks with Sue Mountstevens. Richard had forwarded the information to Lizzie at Huntstile, Sharon to forward to Jan Hardwick at Cobbs Cross and Isabel will attend meeting. **ACTION: Sharon** to notify organiser of attendees.
17. **Other matters to report:** None

The meeting ended at 9.28pm.

Date of next meeting: Monday 8th July at the Village Hall

Sharon Piron
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