

NORTH CURRY PARISH COUNCIL

Minutes of the Parish Council Meetings held on Wednesday 8th May 2024 at 7:30pm in the Village Hall Meeting Room.

ANNUAL MEETING OF THE PARISH COUNCIL

Present or comments received: Mr Paul Deacon, Mrs Helen Griffiths, Mr Adam Hardwick, Mr Brian Jeanes, Mrs Jeanne Leader, Ms Cecilia Smith, Mrs Tina Stodgell, Mr Phil Stone, Mr Tony Turner. Unitary Cllr David Fothergill. Two members of the public present.

1. **Confirmation that a quorum is present:** Quorum was confirmed.
2. **To elect the Chairman of the Council** (*The previous Chairman will remain as Chairman until a new Chairman is elected*): Mrs Stodgell proposed Mrs Leader who was happy to stand; Mr Hardwick seconded, and all were in favour. Mrs Leader thanked Mrs Stodgell for her service as Chairman for the last 14 years.
3. **The Clerk to ensure the Chairman's declaration of office is signed as soon as possible:** Mrs Leader and the Clerk signed the declaration.
4. **To elect the Vice Chairman:** Mr Turner proposed Mr Deacon who was happy to stand; Mrs Stodgell seconded, and all were in favour.
5. **The Clerk to ensure the Vice-Chairman's declaration of office is signed as soon as possible:** Mr Deacon and the Clerk signed the declaration.
6. **To receive and approve apologies:** Apologies were received from Mr Wilkins, Mr Cable, Mr Fugett, and Mr Dennis.
7. **To agree formation of the Parish Council Committees** (*officers of these committees are elected at their first subsequent meeting*):
 - a. **Planning Committee:** Currently includes Mr Turner, Mrs Leader, Mr Cable, Mr Fugett, Mrs Griffiths, Mr Hardwick, Mr Jeanes, Ms Smith, and Mrs Stodgell. Mr Turner proposed to continue with these committee members; Mrs Leader seconded, and all were in favour.
 - b. **Finance Advisory Panel:** Currently includes Mr Jeanes, Mrs Stodgell, Mr Dennis, Mr Turner, and Mrs Leader. Mr Jeanes proposed to continue with these committee members; Mr Turner seconded, and all were in favour.
 - c. **Community Stable Committee:** Currently includes Mr Jeanes, Mr Turner, Ms Stodgell, and Mr Deacon. Mr Jeanes proposed to continue with these committee members and to add Mrs Leader; Mrs Leader seconded, and all were in favour.
8. **To agree representatives of other bodies:** The representatives were agreed as follows:

Playing Field (AT)	Allotments (JL)	Tree Warden (PS)
Footpaths (PS)	Flood Warden (CV)	Stable (PD)
Road safety/ Speed policy/ SIDs (PD)	Speedwatch (MW)	North Curry Sport Ltd (PS)
Environment Group (PS)	Facebook (MW)	Village Hall & EV chargers (BJ)
Neighbourhood Plan (JL)	Local Community Networks (MD)	

This meeting concluded at 7:44pm.

IMMEDIATELY FOLLOWING THE ANNUAL MEETING OF THE PARISH COUNCIL, THE MAIN PARISH COUNCIL MEETING WAS HELD

PARISH COUNCIL MEETING

Present or comments received: Mrs Jeanne Leader (Chairman), Mr Paul Deacon (Vice-Chairman), Mrs Helen Griffiths, Mr Adam Hardwick, Mr Brian Jeanes, Ms Cecilia Smith, Mrs Tina Stodgell, Mr Phil Stone, Mr Tony Turner. Unitary Cllr David Fothergill. Two members of the public present.

1. Preliminaries:

To receive and approve apologies for absence: Apologies were received from Mr Wilkins, Mr Cable, Mr Fugett, and Mr Dennis.

Approve and sign minutes for the previous meeting dated 27th March 2024 and 10th April 2024: Mr Jeanes proposed the minutes dated 27th March 2024 as a true record; Mrs Stodgell seconded, and all were in favour. Mr Hardwick proposed the minutes dated 10th April 2024 as a true record, Ms Smith seconded, and all were in favour.

Declarations of interest (*Members to declare any interests, including Disclosable Pecuniary interests they have in agenda items that accord with the requirements of the Parish Council's Code of Conduct*): None.

2. Matters arising: see project tracker.

Tug of war: A poster is needed to invite parishioners to form the North Curry team! The Clerk tried to get an advert for the event into the Pink Sheet but unfortunately it wasn't accepted as it was outside the Parish. It was suggested that a meeting with the Village Hall and Pink Sheet editor to discuss situations like this could be beneficial.

Queen Square signpost: Mr Deacon isn't happy to do this without scaffolding, which would need to be put up and taken down and stored each day. Ideas were discussed on how to make this easier.

3. County Cllr. Report: Weekly update being forwarded by email. Cllr Fothergill thanked Mrs Stodgell for her service and congratulated the new Chairman. The Suez contract is currently not viable and needs to be renegotiated. Dates for grass cutting have been released. Subsidised bus fares are continuing at £2 until December but needs to be used or will be lost! Children and Young People's Plan have posted a survey; the link needs to be advertised. Volunteer drivers have fallen by 67% since COVID, more are needed.

4. Planning applications for comment by North Curry Parish Council:

24/24/0018: *Replacement of curved metal roof with a pitched metal sheet roof with solar panels to the south elevation of The Old Dutch Barn, Knapp Lane, North Curry.*

Mr Turner presented the application, and the history of the Dutch barn conversion was discussed. Mrs Stodgell proposed the following comment "North Curry Parish Council objects to the change in the roof. The Parish Council notes that this was an original Dutch barn and was given permission to be converted with its characteristic roof. If the applicant wishes to instal solar panels, a ground mounted array could be installed nearby instead"; Mr Jeanes seconded, and all were in favour bar one abstention.

5. To decide whether to proceed with setting up councillor email addresses: Cloud Next would cost £50 per year for 25 active email addresses, with £110 upfront for purchase of the new domain name which would be gov.uk. It doesn't state renewal price, but this tends to be similar. Cloud Next also help with the process of achieving gov.uk status. Microsoft 365 suite is paid per user and would total around £700 per year for everyone. This includes the full Microsoft Office suite, but this seems unnecessary at the moment as it is unlikely to be used to its full potential. Cloud Next was deemed the best option; Mr Hardwick will start the process to finalise information on details and costs.

6. To decide whether to update the office computer software package to Microsoft 365: The Clerk explained her issues with the current set up. The Business package starts from £4.90 per month, or Home package is £5.99 per month. Mr Hardwick proposed a budget of £8 per month and to work with the Clerk to find the most suitable package; Mrs Stodgell seconded, and all were in favour.

7. Community Infrastructure Levy (CIL) update: £20,047.16 total CIL money left, £18,559.65 of which is unallocated. £9,780.41 is left from the amount expiring soon, minus the £1,487.51 leftover from the Neighbourhood Plan £5,000 budget. Roughly £8,200 left needing to be spent very soon.

8. To discuss the plan and agree to fund Broad Lane drainage improvement works: The land concerned is privately owned but persuading the owners to do the work themselves is proving difficult. No quotes have been received yet, Stoke St Gregory PC are also willing to work on this. As the extension on spending the soon expiring CIL money has been received, at least two quotes should now be sought as there isn't a tight deadline anymore. Stoke St Gregory PC may be willing to contribute financially, not certain yet. The top priority is the

Z bend on Broad Lane. An agreement should be signed by the landowner to acknowledge that this work is a one off, and he will be expected to dredge every couple of years to maintain the work. No organisations are responsible for this section of the water course. It was agreed to keep investigating this and get at least two quotes for work on the Z bend section of Broad Lane. The chosen contractor would need to be able to commence works as a matter of urgency as the expired CIL money needs to be spent ASAP.

9. **To discuss the land slide at Helland:** The Clerk will report this to Highways for monitoring and clearing if necessary.

10. **Finance:**

- a. **Monthly accounts:** The Clerk presented the accounts and Mr Turner proposed them; Mr Hardwick seconded, and all were in favour.
- b. **Payment list:** The Clerk explained that two more payments need to be added; £491.14 to North Curry Village Hall for the EV charger electricity refund, and £1,008.00 for the North Curry Sport drainage survey work out of the £10,000 agreed budget. Mrs Stodgell proposed to proceed with the payment list and two additional payments; Ms Smith seconded, and all were in favour. The Clerk also noted that Mr Case has strimmed the allotments and instead of the usual £20 payment, he was let off his allotment rental fee of equal value.

Monthly Payment List - May 2024	Cheque/ BACS/DD	Net	VAT	Due Date
Josh Williams- QSG grass cutting (Inv 29)	BACS	£158.00		
Viking- Laminator and toner (Inv 4132204)	BACS	£96.62	£19.32	
Grounds Management Association- NC Sport drainage design	BACS	£3,380.50	£676.10	24-May
Stuart Todd Associates- NP consultant (Inv 505)	BACS	£1,453.55	£290.71	30-May
Clerk salary	BACS			31-May
Neighbourhood Plan APM display materials	BACS	£42.77		PAID
Neighbourhood Plan May Fair stand payment	BACS	£15.00		PAID
BT- EV charger line (Inv M020 W2)	DD	£31.98	£6.40	
IONOS- HiDrive (Inv 203041582687)	DD	£3.00	£0.60	
BT- Office broadband (Inv M010 0K)	DD	£39.65	£7.93	

- c. **To approve the final accounts for 2023-24:** Mr Jeanes presented the accounts and proposed to approve them; Mr Deacon seconded, and all were in favour.
- d. **To approve and sign the AGAR form section 1- The Annual Governance Statement:** Mr Jeanes proposed to approve The Annual Governance Statement; Mr Turner seconded, all were in favour.
- e. **To approve and sign the AGAR form section 2- The Accounting Statements:** Mr Jeanes proposed to approve The Accounting Statements; Mr Hardwick seconded, and all were in favour. Mr Jeanes explained that the Clerk needs to write a covering letter explaining that the total fixed assets amount for 2022-23 has been reinstated and why.
- f. **To approve the Stable budget:** Mr Jeanes presented the Stable budget and proposed to approve it; Mr Deacon seconded, and all were in favour.
- g. **To review the Clerk's salary and pension:** Mr Jeanes proposed to increase the Clerk's salary from NALC SCP 8 to SCP 9; Mrs Stodgell seconded, and all were in favour.
- h. **To review the Stable cleaner's salary:** Mr Jeanes proposed an increase of £1 per hour; Mrs Griffiths seconded, and all were in favour. The Clerk will sort back pay for the May payslips.
- i. **To review and approve the Risk Assessment:** Mr Jeanes proposed to approve the Risk Assessment with no amendments; the Chairman seconded, and all were in favour.
- j. **To review and approve the Financial Regulations:** Mr Jeanes explained that section 5.6 regarding the Chairman keeping everyone's PIN numbers in a sealed envelope seems extreme and could open the door to fraud. The Financial Advisory Panel advised to delete this, but as the new Financial Regulations from NALC have now been released, Mr Jeanes proposed to approve the current Financial Regulations as is for now until the new ones from NALC have been thoroughly read; Mr Turner seconded, and all were in favour.

- k. Finance Advisory panel meeting report:** The Internal Audit has been completed, and the report circulated. It was noted that the Clerk's salary is confidential and should not be made public, including on the monthly payment list. Mr Jeanes proposed that annual staffing costs will be met on a monthly basis, so the Clerk's salary doesn't need to be on the payment list each month; Mrs Stodgell seconded and all were in favour.

11. Correspondence:

A7562: A reply from a resident about the Church Road Lime trees- there is a large lime tree outside residents house, the Chairman shared photos of the tree. Historically there has always been trees there, there is no desire to remove these trees. Maybe continue changing the trees to a smaller variety one or two every few years. Does it have to be lime trees, or something different or smaller? A survey a while ago there was overwhelming support for the lime trees. The Clerk will reply saying the Parish Council have received the letter and had a long discussion but need more time to decide on a plan, and reassure her the trees are reviewed and surveyed regularly and action is taken where needed.

A7563- EA enquiring about flood damage to houses- the Clerk will forward this to the Flood Warden.

A7564- LVA regarding 'potential development sites' in North Curry in response to a request for more football pitches in the Parish. This has come up as part of the Neighbourhood Plan. Any developers asking about sites have to be put on hold until Neighbourhood Plan has been approved. The Clerk will reply that we can't enter into any pre-planning applications with developers, and would prefer to give any comments at the planning stage.

A7565- A Street Trading License application; this will go to planning meeting.

B7566- Rural Services Network- supporting rural communities, will provide newsletters and stats on public services for £100 per year. No desire to proceed with this, the Clerk will inform them.

B7567- Community bleed kit schemes- have on hand for community use. Thankfully it was felt this was not required.

B7568- Question from a resident about the Neighbourhood Plan; Mrs Leader has answered this and the resident was happy with the response.

12. Committee /Delegate reports:

Playing Field (AH): The zip wire has been repaired.

Tree Warden (PS): Has visited Morris Way to see the residents who complained and is going to do some pruning.

Environment Group (PS): There will be a stall at the May Fair advertising fruit tree and solar panel schemes.

Neighbourhood Plan (JL): There has been news that grants are going to be provided again this year for Neighbourhood Plans, but currently waiting on more information to be released.

- 13. Publicity inputs:** Inputs into the Pink Sheet will include an APM debrief, news that there has been a change of Chairman, and thanks to Mrs Stodgell for her service, an advert for a North Curry Tug of War team, encouragement for parishioners to use the local bus service. The link for the Children and Young People's Plan survey will be shared on Facebook and the website.

- 14. Matters for Discussion:** None.

The meeting concluded at 10:15pm.