



KILVE PARISH COUNCIL

**DRAFT Minutes of the Full Council Meeting held on
19th September 2023 at 18:00hrs
in Kilve Village Hall**

Present:

Kilve Parish Council	Initials	Present	Other	Initials	Present
Steve Collins (Chair)	SC	N	Somerset County Councillor Hugh Davies	HD	N
Bruce Eyley (Vice Chair)	BE	Y	Somerset County Councillor Rosemary Woods	RW	N
Elizabeth Grigg	EG	N			
David Conneely	DC	Y	Members of the Public	MOP	3
Pat Hayward	PH	Y	Greg Glendell	GG	Y
Steve Skinner	SS	Y	Clerk – Karen Scott	KS	Y

Key: Proposed P:XX, Seconded S:XX (XX = initials)

090/23 To receive apologies for absence and approve reasons given. Cllr SC sends his apologies due to being unwell, and Cllr EG due to Holiday. Agreed to accept the apologies.

091/23 Declaration of Interests. None.

092/23 To approve and sign as a correct record of the minutes of the Parish Council meeting held on 18th July 2023. After changing the word land-owner to tenant, the minutes were approved and signed.

093/23 Update on outstanding actions: See action list

**094/23 Public Participation:
Resolved to change agenda order-
Future of Kilve Stores and Post Office.**

Following concerns expressed over the possible closure of Kilve Post Office, an update was requested. The post-office will be partnered with Washford Post Office. Kilve Post Office is currently operating on existing stock. Unable to obtain new stock until the contracts are sorted and signed. The shop is on the market and there are concerns as to whether the local area can support a shop. Prior to Covid (when they worked hard to support the village), local shoppers provided the income and passing trade (holiday makers) was in addition, nowadays, shopping habits have changed and the passing trade provides the bulk of the income, which is great during the summer months. Last winter, the income didn't cover costs and needed to be subsidised; if that is the case this winter, the shop will not be viable. The situation will be reviewed in 8 to 10 months.

The Christmas tree may be an issue this year. The PC offered to help erect and decorate it. **Action 190923/1: KS to check requirements for the support by KPC for the Xmas Tree.
Resolved to return to the original agenda order.**

095/23 Receive Report from Cllr H Davies: See under Reports for September 2023 meeting.

096/23 Receive report from Cllr R Woods: See under Reports for September 2023 meeting.

097/23 Finance – Clerk

- i. **To Review budget spend to date:** See under Finance for September 2023. The costs to keep the council operating will be the basis for the budget to be discussed and agreed in November. Despite what the training advised last year, best practice for small Parish Councils is that they hold 1 years worth of essential operating costs in reserve.
- ii. **To report income received and invoices paid since last meeting:**
 - Income
 - Safe South-West Grant - £590.00
 - Interest July - £9.38
 - Interest Aug - £9.94
 - Expenditure
 - Clerk Salary – July and August
 - PAYE (Clerk Salary) – July and August
 - Homeworking Allowance – July and August
 - Bench for Hilltop Jubilee Path - £295.00
- iii. **To approve invoices still to be paid:**
 - a. Village Hall Hire - £35.00
 - b. Fencing for Hilltop Jubilee Path - £3,457.58.
- iv. **To review and agree account balances as at 31st August 2023:** Reviewed, agreed. Bank Statements and Scribe Summary signed by SS.
- v. **HMRC update:** KS has spoken to HMRC, they have reversed some of the charges so far. Still waiting to hear the final outcome.
- vi. **Official ‘.gov.uk’ email address requirement.** This is now part of the AGAR Return and we would not be able to answer ‘yes’ to the question which would mean that we would need to explain our reasons. KS has obtained one quote and will obtain further quotes. **Action 190923/2: KS obtain quotes and options for a .gov email facility.**

098/23 Updates from Parish Councillors as at 31st August 2023

- i. **Cllr Collins: Finance and Political.** None.
- ii. **Cllr Eyley: Planning, Policies and Procedures.**
 - a. **Planning –**
 - i. Millands Farm – for 2 dwellings approved with the condition that the hard access must drain into Millands Lane, and an approval request for a bird box, bat box and bee brick must be submitted.
 - ii. GE Mare Farm – the application has been withdrawn.
 - iii. Feltham – the erection of a permanent workshop has been approved with the condition that the bungalow cannot be sold independently.
 - b. **Hinkley Point C –** No update.
 - c. **Kilve Traffic Committee –** The comments of their draft proposal have been submitted.
 - d. **Review of Policies and Procedures –**
 - i. General Reserves Policy – Approved, all agreed.

- ii. Footpath and Bridleways – will be amended to include information about the Kilve Court permissive path. **Action 190923/3: KS to obtain a copy of the agreement.**
 - iii. Asset Maintenance schedule – need to update with details about the benches and that we agreed that we would not replace the benches at the beach. **Action 190623/3: KS to update.**
 - iv. Internal Financial Controls – Approved, all agreed.
- iii. **Steve Skinner: Environment.**

- a. **LCN** – A vice chair for the LCN was voted in and the main focus of the group is highways.
- b. **Hilltop Jubilee Path** – Finger posts are required to show the direction of the path. We need to submit a grant application to Hinkley Small Grant by the beginning of November. **Action 190923/4: BE to start the grant request.**

The official opening of the path will be Saturday 30th September at 10am. The land-owners have been invited. Proposed costs of up to £50 were agreed to cover ribbon and cakes was approved.

There is an on-going issue with the height of the hedge and whether the gate should stay open or closed, on the top portion of the path. Both sides presented their views and reasoning (GG also issued a statement in writing). An interim agreement was reached. The top of the hedge should be cut before winter sets in. It was subsequently agreed that the PC would cut the hedge as per the original agreement.

- c. **Bus Shelter** – The bus shelter, whilst damaged, does not present a risk to those using it. To remove it would incur costs to remove the rubble. **Action 170123/2: KS to check with the insurance whether they would cover the cost of removal.**

- iv. **Cllr Grigg: Well-Being** – See attached

099/23 Matters of Report.

- i. **Damage/destruction of Finger Posts and Chevrons at Kilton Corner report ref 685320.** The response to the report was that Highways had reviewed the damage and were not going to address it at the moment. GG suggested that as the police know who the driver was, that Highways should claim off the insurance and has approached Highways.
- ii. **EV charging point at Kilve Village Hall** – carried forward.
- iii. **Disappearance of Kilve Beach Benches** – covered in Asset Management Schedule.

100/23 Correspondence – None.

101/23 Date of next meeting: Tuesday 28th November 2023 at 18:00hrs – venue Kilve Village Hall.