



KILVE PARISH COUNCIL

**DRAFT Minutes of the Full Council Meeting held on
18th March 2024 at 18.30 hrs
in Kilve Village Hall**

Present:

Kilve Parish Council	Initials	Present	Other	Initials	Present
Steve Collins (Chair)	SC	Y	Somerset County Councillor Hugh Davies	HD	Y
Bruce Eyley (Vice Chair)	BE	N	Somerset County Councillor Rosemary Woods	RW	N
Elizabeth Grigg	EG	Y			
David Conneely	DC	N	Members of the Public	MOP	1
Pat Hayward	PH	Y			
Steve Skinner	SS	Y	Clerk – Karen Scott	KS	Y

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

- 014/24 To receive apologies for absence and approve reasons given.** Cllr DC sends his apologies due work commitments. Cllr BE sends his apologies due to personal reasons. Agreed to accept the apologies.
- 015/24 Resolved to move away from the published agenda.**
- Cllr BE has requested a 6-month sabbatical. He has resigned from the Personnel Committee and Cllr EG will become chair. **All agreed to the 6-month sabbatical.**
- Cllr SC will not be standing as chair at the Annual May Parish Council meeting.
- 016/24 Resolved to revert to the published agenda.**
- 017/24 Declaration of Interests.** None.
- 018/24 To approve and sign as a correct record of the minutes of the Parish Council meeting held on 16th January 2024.** Amend that the website is not hosted by Somerset West and Taunton, but Somerset Council. Approved and signed.
- 019/24 Update on outstanding actions:** See action list.
- 020/24 Public Participation:** Greg Glendell had emailed regarding his continued concerns over the closing of the gate on the permissive pathway. After discussion the Parish Council confirmed that it would continue as agreed previously – see minutes for Jan 2024.
- 021/24 Receive Report from Cllr H Davies:** See under Reports for March 2024 meeting.
- 022/24 Receive report from Cllr R Woods:** See under Reports for March 2024 meeting.
- 023/24 Finance – Clerk**
- i. **To Review budget spend to date:** Reviewed. The predicted spend and the actual spend are very close, albeit, there has been some changes over the year.
 - ii. **To report income received and invoices paid since last meeting:**

Income

Interest January - £3.37

Interest February - £4.12

Grant for fencing from Protected Farming Landscapes - £1905.19

Grant for Finger Posts from Somerset Community Fund - £1400.00

Expenditure

Clerk Salary – January and February 2024

PAYE (Clerk Salary) – January and February 2024

Homeworking Allowance – January and February 2024

Kilve News – Annual donation - £100.00

Kilve News – Crisis Contingency Project lamination costs (from grant) - £60.00

SALC (GDPR training) Inv 2915 £105.00

Holford & District Village Hall (meeting) Inv 1920515 £6.00

Kilve Village Hall (meeting) Inv 10 £13.50

Kilve Village Hall (meeting) Inv 11 £35.00

Kilve Village Hall (meeting) £26.50

iii. **To approve invoices still to be paid:**

a. Crisis Contingency walkie talkies (from grant) £209.93

b. Crisis Contingency whiteboard (from Grant) £70.79

To note that there is further income from the grant from Protected Farming Landscapes due for £246.27 – claim has been submitted.

iv. **To review and agree account balances as at 29th February 2024:** Reviewed, agreed. Bank Statements and Scribe Summary signed by SS.

v. **VAT reclaim Update:** A VAT reclaim for £1,149.45 will be submitted.

vi. **Annual Parish Meeting (Village Day) Planning on 27th April.** The meeting will be on the April Coffee Morning. The parish council will pay for all refreshments. A budget of £150 was agreed for the supply of cakes. Items for the agenda – pond, foodbank, village hall, East Quantoxhead Estate. **Action 180324/1: KS to order the cakes and see whether the Cricket Club wants a slot and whether Somerset Foster Care can give a presentation.**

024/24 Updates from Parish Councillors as at 29th February 2024

i. **Cllr Collins: Finance and Political.**

a. **Crisis contingency Plan Update:** Items have been purchased using the grant. A meeting to review/update the plan and test the equipment is on 30th March.

b. **Williton Recycling Centre Closure** – A good meeting with over 200 attendees. A strong letter against the plans to close the centre was submitted to Somerset Council. Subsequently, Somerset Council have amended the wording. Savings still have to be made but they are investigating alternatives.

ii. **Cllr Eyley: Planning, Policies and Procedures.**

a. **Planning –**

i. To note planning for Pardleston Farm Solar Panels – neutral response.

ii. To note planning application for the Orchards – neutral response

- iii. KS will now receive planning applications, circulate them etc.
 - b. **Hinkley Point** – No update
 - c. **Kilve Traffic Committee** –
 - i. **Update on Grant Position** – the application was successful and the funds have been received.
 - ii. **To agree to purchase the Finger Posts, supplier and costs.** The quote from Acorn Workshop at £1325.00 plus VAT was agreed.
Action 180324/2: KS to order the finger posts.
 - iii. **To agree to purchase the gate sign, supplier and costs.** The quote from Signomatic at £30.89 plus VAT for each aluminum sign (2 signs) was agreed. In addition a hook and eye will be attached to hold the gate open. **Action 180324/3: KS to order signs and obtain the hook and eye.**
 - d. **Review of Policies and Procedures**
 - i. **Planning Guidance** – Document agreed with amendment that KS will receive the planning emails and update the portal.
- iii. **Steve Skinner: Environment.**
- a. **LCN** – There have been 2 meetings. Highways was the priority and a separate Highways Working Group has been created to look at that. There was very little of substance at the 2nd meeting.
 - b. **Highways Steward** – The cost of a steward is £50k pa which can be shared between a number of Parishes. The pilot in Exmoor was deemed to be very successful, but that was fully funded. Funds are no longer available. Will be kept under review.
 - c. **Highways Working Group** – The inaugural meeting was held at the end of February. There were a number of attendees from Somerset Highways. KS attended and was clerk. It is intended that they would meet approx. 4 times per year and will give the parishes a link into Highways to discuss issues.
 - d. **Hilltop Jubilee Path** – No further update.
- iv. **Cllr Grigg: Well-Being** – See attached
- a. **Message in a Bottle; To agree to donate from S137 funds (discussed earlier in the meeting).** This is a plastic bottle (supplied by the Lyons) to be kept in the fridge. The emergency services are aware and will check the fridge for the bottle. It contains vital information about the person. The aim is now to obtain a further supply for the village. Agreed to donate £50.
Action 180324/4: KS to obtain the details and donate £50.
 - b. **Request for a Defibrillator in Hilltop Lane.** There have been a number of requests for a defibrillator in Hilltop Lane. Match funding is available for the purchase but installation and upkeep costs are down to the parish council. However, the cabinet needs an electricity supply and we are unable to find a suitable supply. Therefore, at this time, we are not moving forward with the proposal. It was noted Moorhouse Farm do not have a defibrillator.

024/24 **Matters of Report.** None.

025/24 **Correspondence.** None

026/24 Date of next meeting: 21st May 2024 at 18:30hrs (Annual Parish Council Meeting) – venue Kilve Village Hall.

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