

**Minutes of Goathurst Annual Parish Council Meeting
Monday 9 September 2019 @ 8pm, Goathurst Village Hall
Agenda**

Attendees: Richard Kilbey, John Capell, James Roberts, Danielle Filer, Sharon Piron (Clerk), a member of the public.

1. **Apologies:** Cllr Julie Pay, Isabel Shute. James apologised for not attending the meeting on 8 July, due to work and personal commitments.
2. **Declarations of interest on agenda items:** None
3. **Public forum:** No issues were raised.
4. **Approval of the Minutes of the meetings of 13 May and 9 July 2019:** approved.
5. **Matters arising:** All actions discharged. Any comments on previous actions are included below within specific agenda items.
6. **Revised NALC Code of Conduct:** after discussion, Richard proposed we adopt the Code, seconded by John and agreed by all. **ACTION: Sharon to update website.**
7. **Planning applications:** None received.
8. **Financial matters:**
 - 8.1 **Approval of payments due:** None
 - 8.2 **Accounting update:** current state of accounts reviewed. Sharon clarified that the 'statement of receipts and payments' she provided showed end of year balance for 2018/9 and year to date balance for 2019/20. It was suggested that future interim reviews should be provided to compare accounts status at the same time each year i.e. comparison of September 2019 with September 2018, which all agreed.
 - 8.3 **Election expenses** – John confirmed he had completed and submitted his election expenses form to SDC and received confirmation of receipt.
 - 8.4 **Clerk's salary** was discussed. Richard proposed an increase from £9.77 per hour to £11.22, which takes the salary to the top of the benchmark range at SCP22. **ACTION: Sharon to organise change of Barclays Bank standing order.** Expenses: Danielle agreed to purchase stationery etc which will be reimbursed.
9. **Footpaths:** nothing to report.
10. **Roads and flooding:** John will contact Tony at the Highways department again, about the blocked culvert near the Temple of Harmony and areas of verge creep. **ACTION: John.**
 - 10a. **60+ road safety:** No response from Enmore Parish Council about the possibility of joining forces for the offer of a presentation. **ACTION: Sharon** to contact Steve Greenhalgh at Somerset Road Safety to ask where the nearest presentation will be and then put an article in the parish magazine about it.
11. **Village hall – Land Registration:** James has contacted three Solicitors for quotes and will report back when received. **ACTION: James.**
12. **The 'Telephone Exchange':** John has two potential volunteers to restore the paintwork. They are Year 11 students and John will monitor them and ensure Health & Safety concerns are dealt with e.g. facemasks, ladders etc. He will obtain the paint, the cost of which will be reimbursed by the Parish Council. James will source the internal fittings as discussed at previous meetings. The phone box will be used as an 'exchange' for books, plants etc. **ACTION: John/James**
13. **Somerset Wood/Lych Gate:** The PCC were not in favour of having a tree planted in the churchyard to commemorate the fallen. They would prefer to have the Lych Gate restored, which is already a memorial to our village fallen. James will conduct a survey to establish restoration needs and report back. **ACTION: James.**

14. **Correspondence:**
- **Village Hall funding request:** a letter has been received requesting £300 to support funding of work to be carried out in the garden area. All agreed and a cheque was signed accordingly, to be passed onto the Treasurer. **ACTION: Sharon**
 - **Heritage Weekend:** to be held 14/15 September this year. Parish Council members to consider how they can help and support this initiative next year. Sharon commented that there seemed to be an opportunity for the village hall committee, PCC and PC to work together more closely for initiatives such as this. Richard suggested VH/PC minutes are shared; Sharon will ask them if they would like to do this. **ACTION: Sharon.**
 - **VE Day 2020:** Village Hall committee to be approached to ask what support, if any, they are looking for. **ACTION: Sharon**
15. **Other matters to report:** None

The meeting ended at 8.50pm.

Date of next meeting: Monday 11 November @ 8pm at the Village Hall

Sharon Piron

Clerk to Goathurst Parish Council

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Summary of action points

Item	Action	Owner
6	Upload revised NALC Code of Conduct to Parish Council website	Sharon
8.4	Organise change of Barclays Bank standing order for payment of Clerk's salary. (Mandate to be signed by 2 signatories)	Sharon
10	Contact Highways dept about blocked culvert and verge creep	John
10a	Contact Steve Greenhalgh at Somerset Road Safety to ask where the nearest presentation will be and then put an article in the parish magazine about it.	Sharon
11	Obtain Solicitors' quotes for land registration of village hall and report back when received	James
12	Telephone exchange: Brief and monitor volunteers; purchase paint. Source internal fittings.	John James
13	Conduct survey of Lych Gate to assess restoration needs and report back	James
14	Pass cheque to Treasurer of Village Hall, ask if they would like to share minutes of meetings and ask what support, if any, they would like for VE Day 2020 celebrations.	Sharon