

## FITZHEAD PARISH COUNCIL

Parish Council Meeting held on 17<sup>th</sup> September 2015 in the Tithe Barn  
commencing at 7.15pm.

### MINUTES

1. **Present:** Alison Kent (Acting Chair), Ian Coombes, Katriona Smith & David Pink  
**In Attendance:** Jill Loader (Clerk)
2. **Public Speaking Time:** None
3. **Apologies for Absence:** Cllr Garry Alford
4. **Declaration of Interest/Dispensations:** None
5. **Minutes of previous meeting:** The minutes of the Annual Parish Council Meeting held on 25<sup>th</sup> June 2015 were approved and signed as a correct record. The Chairman signed each page.
6. **Matters Arising**
  - 6.1 Council Insurance had been renewed and cheque paid.
  - 6.2 Fitzhead Community Group had transferred the funds relating to the play area as agreed.
  - 6.3 Any issues relating to ditches, drains and flooding can be reported to Highways via the clerk who will email them details of the problem.
7. **Planning**
  - 7.1 Planning application 17/15/0011 & 0012/LB had been received for a single storey extension at 3 The Nook. After discussion it was agreed to arrange a site visit to fully understand the implications and make an informed decision. Clerk to arrange date with applicants.
8. **Correspondence –**
  - 8.1 **Adam Barnet Community Maintenance letter** – after discussion it was agreed the clerk would complete the questionnaire and return. **Action: Clerk**
9. **Finances:**
  - 9.1 It was proposed, seconded and unanimously agreed to pay the following invoices:  
Clerk's wages £131.64, Clerks expenses £28.00, HMRC PAYE £32.80, AB Hartman Services £315.00, The Play Inspection Company £75.00
  - 9.2 **Receipts received:** Lloyds Bank £1.32 - bank interest, FCG £1,821.03 Play Area Fund.  
Bank Balance as at 13 September 2015 £12,607.03.
  - 9.3 Additional Signatures on Bank Mandate – the clerk gave the bank mandate forms to David Pink, Katriona Smith and Ian Coombes to complete as soon as possible.  
**Action: Clerk & Cllrs**
- 9.4 **Transparency Code** - the clerk informed the Councillors that new legislation required the Council to be more transparent. This involved putting more financial information onto the existing website which was being actioned when the information was available. **Action Clerk**

**10. Play Area – update**

**10.1 Weekly inspection reports** – the inspections were being carried out regularly with no major issues reported other than those highlighted on the recent Annual Inspection carried out by The Play Inspection Company. The Rota would continue as follows: Scott- September, Tony- October, Ian- November, Garry -December, Alison- January, David -February and Katriona- March.

**10.2 Cradle Seats** – it was agreed to get a quote to replace the two cradle seats which were damaged. **Action Clerk**

**10.3 Bench** – it was agreed to ask Dave Wilson if he could mend the bench and then fix it to the ground as recommended by the Annual Report. **Action: Clerk**

**10.4** The Clerk reported the quote she had received from Mark Christopher to repair the two sets of swings and other areas that required attention. It was agreed to obtain a second quote for comparison purposes. **Action: Clerk**

**11. Ditch Clearing around Fitzhead**

**11.1** Agreed too agenda this item at the next meeting as Garry Alford had not been present. It Was understood he and Dave Grabham had not met yet due to Dave’s work load.

**12. Taunton Deane Councillor’s Report** – No report received.

**13. Somerset County Councillor’s Report** – No report received

**14. Police Report** – PCSO Louise Fyne provided an update on crimes reported since June. The report would be put onto the website. Remember to use 101 for non-emergency situations and 999 for emergency calls.

**15. Date of Next Parish Council Meeting**

It was agreed to hold the next Parish Council Meeting on 26<sup>th</sup> November 2015 at 7.15pm.

There being no further business the meeting closed at 8.05 pm