

FITZHEAD PARISH COUNCIL

Parish Council Meeting held on 21 February 2019 in the Tithe Barn
commencing at 7.15pm.

MINUTES

Present: Katriona Smith (Chair), Ian Coombes, Wendy Jonas

In Attendance: Jill Loader (Clerk) & 1 member of the public

Public Speaking Time: None

Apologies for Absence: Alison Kent, Cllr Gwil Wren (TDBC)

1. Declaration of Interest/Dispensations: None

2. Minutes of previous meeting: The minutes of the Parish Council Meeting held on 22 November 2018 were approved and signed as a correct record. The Chair signed each page.

3. Matters Arising: None

4. Notice of Election & Casual Vacancy Position

4.1 As this was an election year taking place on 2nd May 2019 all Parish Councillors and District Councillors are to be re-elected. Election notices go up on 18 March 2019 and those wishing to stand fill in a nomination paper and submit it to Somerset West and Taunton Council between 19 March and 3 April. The normal procedure then follows and those successful will be notified after 3rd May.

5. Wiveliscombe Library

5.1 Following the previously circulated emails from the Wiveliscombe Library contact and discussion, it was agreed that more information about the running costs of the library and its future was required before a small donation could be made by the Parish Council. Clerk to contact and ask how and when this could be made. Decision to be made at next meeting.

6. Milverton Website

6.1 Ian Coombes had attended the recent meeting to discuss Fitzhead joining the Milverton Website at some stage. The meeting had been quite involved with costs being discussed rather high. No final decision had been reached at that stage. It was agreed to see how Milverton get this up and running before making a final decision to join.

6.2 It was agreed to pay £20 towards the domain name for the current website to the Fitzhead Events Group.

7. Tithe Barn Refurbishment Project

7.1 The planning application has been submitted and was currently going through the normal process. No decision had been reached to date but was expected around 8 March.

8. Defibrillator Proposal

8.1 The Grant Application had been submitted to TDBC Defibrillator Fund and the Parish Council were currently waiting to see if they had been successful in obtaining a grant of £740 from The Somerset Foundation Community.

9. Highways Issues:

- 9.1 All the ditches appeared to be in good working order at present.
- 9.2 Fitzhead Sign by Crooks Orchard – cost to replace this was in the region of £300 - £400 via Somerset County Council Highways, which couldn't be ordered until April. It was agreed to find an alternative supplier to produce a sign at hopefully a much more competitive price.
- 9.3 Road by Rivers Farm – a section of road by the Rivers Farm sign was getting worse with the tree roots under it making the road dip. It was agreed to contact Highways to see if something could be done about it.

10. Somerset Wood Proposal

- 10.1 After discussion it was agreed not to donate towards this wood as it was largely around the Cheddon Fitzpaine area. Although it was thought to be a nice gesture, it would be necessary to continue to support this every year and this couldn't be justified.

11. Play Area

- 11.1 No issues were raised regarding the play area weekly inspections.
- 11.2 Agreed to speak to Chris Summers to inform him of the new play area maintenance person who was keen to maintain the churchyard too.

12. Finances

- 11.1 It was proposed, seconded and unanimously agreed to pay the following invoices:
Clerk's wages £205.78, HMRC PAYE £51.40, Clerks Expenses £5.80, Play Inspection Company £78.00 (second cheque as first had not been received).
Receipts received: Bank interest £0.69p, £1,132.00 for the Defibrillator Fund.
- 11.2 Bank Balance as at 17 February 2019 - £12,822.92.
- 11.3 Internet Banking was all up and running to check balances. No payments would be made via this method.

13. Risk Assessment Schedule and Internals Controls Document

- 13.1 Both these documents had been previously circulated. After a short discussion it was agreed to approve the updated documents.

14. General Data Protection Regulations:

- 14.1 Social Media Policy – this was approved.
- 14.2 Recording at Parish Councils Meetings Policy – this was approved.
- 14.3 The clerk was still working towards completing the GDPR policies – all on track.

15. Planning Update – 17/19/0001 – erection of a single storey extension to the front of The Old Diary. Planning meeting was arranged for 24 February at 10am to discuss.

16. Fitzhead Inn – The clerk had received a response from TDBC Enforcement Office explaining no planning breach had taken place after receiving legal advice from the Legal Services Team.

No further action would be taken and the file had been closed.

17. Taunton Deane Councillor's Report: Gwil Wren had sent an email thanking Fitzhead Parish Council for their support over the last 8 years. This was Gwil Wren's last email as the elections were due in May and the new Ward changes would take place with Fitzhead moving to Wiveliscombe and Others.

18. Somerset County Councillor's Report – no report received.

19. Police Report – the report received by PCSO Louise Fyne would be put onto the website.

20. Date of Next Parish Council Meeting: Wednesday 29 May at 7.15pm which would include the Annual Parish Meeting and the Annual Parish Council Meeting.

There being no further business the meeting closed at 8.27pm