

**MINUTES FOR THE BURROWBRIDGE PARISH COUNCIL MEETING HELD ON
TUESDAY 7th July 2020 AT 7.30PM IN THE CORONATION HALL BURROWBRIDGE**

DECLARATION OF INTEREST – There was none

668. Welcome: S.Kirk, S.Wilton, D.Graham, I.Foster, M. Jay, M. Swan, D.House

669. Apologies: D.Fothergill, L.Hall, P.Stone, S.Buller

670. Minutes of March's Meeting: These were signed once the action points were checked.

671. Question & Answer session: There was none.

Newly Appointed Parish Councillor. The Parish Council are pleased to announce that Zoe Pollington has been co-opted to the role of Parish Councillor. Zoe is the Deputy Manager of a Children's Residential home in Burrowbridge. Zoe will bring a wealth of knowledge and experience to the Parish Council such as Health & Safety and fund raising as well as contacts with multi-agencies. The Parish Council voted unanimously in favour of appointing Zoe **Action: DH**

672. Matters arising from the previous Minutes: There were none

673. Finance a. Update on Finances: The Clerk informed the meeting that there is £24,720.95 in the Active Saver Account. This is due to CIL money of £9,908.33 & £6000.00 Precept received. £83.54 in the Community Account. £171.17 in The Coach House Account. The Clerk was given authorisation to transfer £600.00 into the Community Account in order to meet cheques raised. **Action: DH**

b. Updating signatory mandate. Due to David Graham standing down as Parish Councillor. The Barclays signatory mandate is currently being updated. Two signatories will be added, Mike Swan and Mike Jay. **Action: DH/MJ/MS**

c. Audit Paperwork: The 2019/20 finance records have been approved and signed by the Chairman. They have now been submitted to the internal Auditor. The accounts will be available to view on the Parish Website in September. **Action: DH**

d. Computer Programme for Financial Accounts: The Financial Accounts, forecasting & Budgeting will move from a manual paper system to a computerised programme. The cost is £154.80 in the first year and then will increase by £20 for each year thereafter. **Action: DH**

e. Parish Clerk's Salary: The Clerk presented payslips for the period May & June 2020. SK proposed, SW seconded. **Action: DH**

f. Verge Cutting: Fosters Contractors have been asking to present a quote for two cuttings of Verges. **Action: DH/IF**

g. Any other Financial Issues: There were none.

674. Planning: No Planning applications were received.

675. Highways: a. Cutting of Verges: The Clerk received complaints about the poor-quality cutting of verges. This has been fed back to Highways. The explanation given is due to the money and time given to the operation of cutting verges, this is what we have to accept. The Clerk has given feedback to David Fothergill. **Action: DH**

676. Footpaths: a. Clarification of Footpath. River Bank. The Clerk received an enquiry asking who is responsible for cutting the river bank behind the houses on Stathe Road. (TA7 ORB/ORY area.). This walkway is not a council owned footpath. Residents whose property backs onto the riverbank, can mow the bank if they wish to do so. However, after talking to the Environment Agency about this area, the EA have cut the grass as a gesture of good will to the residents. **Action: DH**

b. Parish Path Liaison Officers: We are pleased to announce that Ken Tucker has joined the team of PPLOs.

677. Parish Land: Tidying up work has continued at Winkworth way by the Parish Councillors and Brian Walker is doing super job with the Coach House Garden. Thank you to those who have donated plants **Action: ALL**

678. The Coach House: Mike Swan will be taking over from David Graham as the Project Leader for the future of the Coach House. This was proposed by SK and seconded by MJ. **Action: MS**

679. Flood Resilience: The Clerk will contact the EA about arranging for a Flood Resilience Co-ordinator for the Flood Resilience team to liaise with. **Action: DH**

b. Purchase of Storage Container: There is a requirement for the Storage Container to be in place at the Coronation Hall by August. However, Zoe has offered to store the Flood Equipment at Carr's Farm in case there is a delay. **Action: LH/ZP/DH**

680. Neighbourhood Watch/Police Matters: POLICE COMMUNITY SUPPORT OFFICERS

Please find the contact details of the PCSOs who cover Burrowbridge are:

Tony Wearmouth Mobile No. 07889 655312 tony.wearmouth@avonandsomerset.police.uk.

Steve Chapman Mobile No. 07889 655196 steve.chapman@avonandsomerset.police.uk

For crimes, ongoing incidents should be reported to 101, 999 or the Avon and Somerset Police website.

681. SALC: Nothing to report

682. National Trust/Burrow Mump Car Park. Nothing to report.

Annual Parish Meeting: An APM will not be held until May 2021.

Action: DH

683. Correspondence: Nothing to Report

684. Items of information Council Only. a. Maintenance Telephone Box Library: The library has been given a clean out by Sue Walker (Thank You) and the PCs will check the telephone box for any maintenance work.

Action: All

685. Matters to be reported.

Close of meeting: 2050

Signed:DRAFT..... Steve Kirk, Chairman Date:.....DRAFT.....

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