

ALLER PARISH COUNCIL
Minutes of the Annual Meeting of the Parish Council
held on Wednesday 17th May 2023 at 7.50pm, Aller Village Hall

Present:

Cllrs Tucker, Brown, Vernoit, Peppard, Geary, and Dunton
Somerset Council Cllr Wilkins
Mrs Larsson (Clerk)

- 1. Election of Chair of the Parish Council:** Cllr Tucker was proposed as Chair by Cllr Dunton, seconded by Cllr Brown. No further nominations were received. Agreed unanimously.
- 2. Declaration of Acceptance of Office by the Chair:** Cllr Tucker duly read and signed the Declaration of Acceptance of Office, witnessed and signed by the Clerk.
- 3. Election of Vice-Chair of the Parish Council:** Cllr Brown was proposed by Cllr Vernoit, seconded by Cllr Geary. No further nominations were received. Agreed unanimously.
- 4. Apologies for absence:** Apologies were received from Cllr Perkins and Cllr Stanton.
- 5. Declarations of interest:** None declared.
- 6. Minutes of last Parish Council Meeting:** The minutes of the last meeting were unanimously agreed as a true and accurate record of the meeting and signed by the Chair.
- 7. Election of Officer and Representatives:**
The following areas of responsibility & Parish Council representation were agreed –
 - 7.1 Burial Board – Cllr Peppard
 - 7.2 Village Hall – Cllr Vernoit
 - 7.3 Speedwatch – Cllr Dunton
 - 7.4 Local Community Networks – Cllr Tucker, supported by Cllr Brown
- 8. Finance:**
 - 8.1 The council agrees that it meets the qualifying criteria to certify the council as exempt from a limited assurance review. The certificate of exemption was signed by the Clerk/RFO and Chair, Cllr Tucker.
 - 8.2 The council approved the year end accounts to 31/03/23.
 - 8.3 The council approved the Annual Governance Statement for 2022/23, which was signed by the Chair, Cllr Tucker and the Clerk/RFO.
 - 8.4 The council approved the Annual Accounting Statements for 2022/23, which were signed by the Chair, Cllr Tucker and the Clerk/RFO.
 - 8.5 The council approved the financial statement to 30/04/23.
 - 8.6 The schedule of payments was approved by councillors. A list of payments is annexed at the end of the minutes.
- 9. Insurance Renewal for 2023/24:**
The clerk advised that quotes have been requested from an additional 2 insurers on a like for like basis for the renewal, and also for a 3 year long-term undertaking which will secure the premium for that period. As soon as these are received they will be circulated to councillors with a recommendation for cover.
- 10. Planning Applications:**
 - 10.1 23/01038/HOU – Bagenham Barn, Summerhedge Road, Othery TA7 0JD.
Proposal: Replacement windows and doors from timber to grey powder coated aluminium.
Councillors discussed the application, and voted unanimously to refrain from making any comment on the application.
- 11. Village Maintenance and Improvement Works**
 - 11.1 Work Plan: A draft of the work plan was circulated to councillors in advance of the meeting. The work plan will be used to record and track agreed works and projects in the parish. The plan was approved by councillors and will be available on the Parish Council website.

- 12. Defibrillator for Oath:** Cllr Peppard presented the potential costs of a defibrillator located in Oath. Councillors were supportive of the idea but agreed that the required power source and potential fundraising should be looked into before a decision could be made.
- 13. Signage for Bere:** Cllr Tucker noted that there is no longer a sign to Bere, following removal of a finger by Highways. Councillors were supportive of re-introducing a sign to indicate Bere. Cllr Tucker will obtain final quotes and ascertain the desired spelling of either Beer or Bere.
- 14. Updates on other areas:**
- 14.1 Highways: No significant items for report. Cllr Dunton advised information is still being gathered in the background for the issues relating to speeding and safety through Aller. Speed indicator devices (SIDs) were discussed and suggested that Westonzoyland parish could be contacted to ascertain if their SIDs are deemed to be effective in tackling speeding.
 - 14.2 Recreation Area: The play inspection has been slightly delayed due to inspector illness. Works are being organised to stop vehicles driving on the grass. A Play Day has been arranged by Somerset Council for 15th August.
 - 14.3 Village Hall: Updates provided in the Annual Parish Meeting.
 - 14.4 Burial Board: There have been a few new memorials and one burial. The new handrail is proving very beneficial to those using the cemetery.
- 15. Previous actions not covered by other agenda items:** None.
- 16. Correspondence**
- a. Details of potential grants were circulated to councillors to consider if they would be of benefit.
- 17. Any other urgent matters:** None raised.
- 18. Summary of Actions**
- a. Contact G Wagen James ref. grass areas that are cut and frequency - Clerk
 - b. Work Plan to be added to website – Clerk
 - c. Contact Mrs P's regarding Christmas tree for this year – Clerk
 - d. Thank you letter for troughs - Clerk
 - e. Investigate power options for Oath defibrillator – GT
 - f. Bere signage cost - GT
 - g. Circulate insurance quotes when received– Clerk
 - h. Contact Speedwatch representative re: speed limit bin stickers - JB
 - i. Photos from Coronation to be sent to Somerset Council for archives – JV/Clerk
- 19. Date and time of next Parish Council meeting – Monday 10th July, 7:30pm**

The Chair closed the meeting at 9.35pm.

A handwritten signature in black ink, appearing to be 'J. V.', written in a cursive style.

Annex 1. Payments Authorised

| Payments authorised - May 2023 | | | |
|--------------------------------|---------------|---------------------------------|----------|
| Invoice date | Payee | Description | Amount |
| 03/05/2023 | S Morley | Internal Audit | £ 50.00 |
| 05/03/2023 | J Brown | Planter Costs | £ 73.74 |
| 26/04/2023 | J Bailey | Planter Costs | £ 126.41 |
| 05/05/2023 | K Larsson | Monthly Salary (M1) | £ 288.42 |
| 16/05/2023 | K Larsson | Admin expenses (paper/printing) | £ 11.23 |
| 17/05/2023 | G Tucker | Village Maintenance Items | £ 319.64 |
| 17/05/2023 | G Wagen James | Grass Cutting | £ 183.60 |
| 10/05/2023 | J Vernoit | Coronation event reimbursement | £ 194.03 |
| 10/05/2023 | K Tucker | Coronation event reimbursement | £ 212.44 |
| 05/06/2023 | K Larsson | Monthly Salary (M2) | £ 288.42 |
| 05/06/2023 | K Larsson | Home Working Expenses | £ 60.00 |

| Payments authorised since last meeting | | | |
|--|-----------|----------------------------|----------|
| Invoice date | Payee | Description | Amount |
| 04/04/2023 | K Larsson | Monthly Salary (M12 22/23) | £ 230.62 |
| 04/04/2023 | HMRC | PAYE | £ 57.80 |
| 28/03/2023 | R Leitch | Allotments | £ 257.50 |

A handwritten signature in black ink, appearing to be 'R. Leitch', written in a cursive style.