

CHELWOOD PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT CHELWOOD VILLAGE HALL,
CHELWOOD ON TUESDAY 5th DECEMBER 2023 COMMENCING 7.30pm.**

Present: Cllrs Julie Glynn (Chair), Peter Jones, Lucy Sherborne and Pat Harrison; also in attendance Sam Ross (Ward Councillor), Alex Scholfield and Alan Butcher (Clerk).

23/12/1 - Apologies for absence. None.

23/12/2 – Co-option of additional councillor to the fill election vacancy.

It was proposed Cllr Sherborne, seconded Cllr Harrison that Alex Scholfield be co-opted onto the Parish Council to fill the current vacancy; councillors voted unanimously to the co-option and the Chairman welcomed Cllr Scholfield onto the council. Cllr Scholfield completed the Declaration of Acceptance of Office and took her seat.

23/12/3 - Declarations of Interest: No declarations were made..

23/12/4 - Public Participation:

The Chairman will adjourn the meeting and allow a maximum of 15 minutes for public participation on matters included on the agenda only. No members of the public were present.

- i) Short presentation by Wilf Harrison on Scouts Camp Site.
Mr Harrison gave a brief update on the new building which had been slightly reduced in size from the planning proposal. The final sign off of the funds for the project was imminent. A local contractor had been selected and would be starting shortly with a projected completion in spring 2024. He hoped there would be minimal disruption. The Chairman thanked him for the update.
- ii) Report from Ward Councillor. Cllr Ross gave a short report which is attached to these minutes.

23/12/5 - Confirmation of the Minutes of previous meetings:

- i) That the Minutes of the Meeting held on 3rd October 2023 be agreed and signed as a true record. The minutes were duly agreed and signed by the Chairman.

23/12/6 - Parish Council Response to Planning Applications

No applications were notified before the publication of this agenda.

23/12/7 - Parish Council Matters.

- i) Highways matters. The A368 had been closed by flooding near the entrance to the scout camp. It was understood that B&NES were actively investigating the problem. Other areas of flooding and blocked drains had been reported via Fix my Street.
- ii) Refurbishment of notice board and bench outside village hall. The bench had been declared unsafe and had been removed. There were no plans for its replacement. The clerk had the refurbishment of the notice board in hand and it was agreed to spend £90 on new pinboard material and hinges.
- iii) Matters relating to the Village Hall. Cllr Glynn was attending a meeting on 11th December about funding for community projects which could be of use for works to the village hall roof.
- iv) B&NES New Local Plan. Nothing further to report.
- v) Defibrillator progress and training. The suppliers were awaiting information about the sponsor board which had been provided some time ago. Cllr Sherborne and the clerk to speak to the supplier.
A training event would be organized once the machine was installed.
- vi) Annual Parish Meeting – date and format. It was provisionally agreed to hold this as a separate meeting on 14th March 2024 with refreshments provided and a speaker to enhance the proceedings.

23/12/8 - Financial:

- i) Clerks salary – backdated amount due following recent pay awards. The sum of £194.56 was agreed by the council and a cheque raised.
- ii) HMRC Tax payment. The sum of £48.60 in respect of the backpay was agreed and a cheque raised.
- iii) Additional bank signatory. The clerk had spoken to the bank and had been advised of a procedure to speed the process. The following resolution was put to the meeting:
That all members present at the meeting of Chelwood Parish Council on 5th December 2023 agreed unanimously that the following persons should be added as signatories of the Parish Council bank account held with Natwest Bank.
Those to be added are Lucy Sherborne (Parish Councillor) and Alan John Butcher (Parish Clerk).
- iv) Grant request from MSN & Radstock Dial a Ride. It was agreed not to make a grant.
- v) Draft budget for 2024/25 and precept. Two versions of the proposed budget were circulated to councillors. The clerk gave a resume of the proposals. The budget to be agreed and set on 6th February 2024.

Draft Minutes subject to acceptance at the next meeting

23/12/9 - Matters of Report

The clerk had received a request from the Chew Valley Nature Recovery Network for a grant. It was agreed to include the matter on the agenda for the next meeting.

23/12/10 - Date and Time of Next Meetings.

6th February 2024 at 7.30pm.

Proposed Future meetings for 2024:
It was agreed to move the meeting day to the first Thursday of the month from the April meeting. The revised dates are:

4th April 2024

23rd May 2024 (Annual PC meeting)

Alan Butcher.

Parish Clerk.

8th December 2023

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