



TEMPLE CLOUD WITH CAMELEY PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at
7.30pm on Wednesday 8th May 2019, Temple Cloud Village Hall
www.templecloud.org.uk | Facebook: Cameley Parish Council

COUNCILLORS PRESENT: Cllrs Sara Box, Tom Hemmings, Tony Hooper (Chairman), Jon Sebright, and Alyson Worthington.
ALSO IN ATTENDANCE: District Cllr David Wood, Jenny Howell (Clerk) and twelve members of the public.

19/20_018 ELECTION OF CHAIRMAN

RESOLVED

That Tony Hooper was elected as Chairman for this municipal year.
The Chairman signed a declaration of Acceptance of that office.

19/20_019 ELECTION OF VICE CHAIRMAN

RESOLVED

That Jon Sebright was elected as Vice Chairman for this municipal year.
The Vice Chairman signed a declaration of Acceptance of that office.

19/20_020 APOLOGIES FOR ABSENCE AND WELCOME

The Chairman welcomed residents and Cllrs to the meeting.

There were no apologies. The Chairman thanked retiring the Cllrs and previous District Cllr Tim Warren for all of their hard work both individually and collectively over the previous Parish Council term of four years. The Chairman also welcomed the newly appointed District Cllr Dave Wood.

19/20_021 DECLARATIONS OF INTEREST

There were none.

19/20_022 PUBLIC PARTICIPATION

The President of Temple Cloud WI spoke about the notice given to the monthly WI booking from September and made representations about the impact of this decision on members and the group as a whole. As second member then spoke about this matter.

The Chairman apologised for the upset this decision had caused members. The Chairman reiterated that the Parish Council took the decision to rationalise bookings which are once a month or less to the same weekday to free up the Village Hall for regular weekly bookings and ensure the Village Hall continues to be viable.

19/20_023 PARISH COUNCIL MEMBERSHIP

Members were invited to sign the Declaration of Acceptance of Office in the presence of the Clerk. The Clerk requested Register of Interests for the new Parish Council term.

19/20_024 CHAIRMAN'S INTRODUCTION

The Chairman made a short introduction and said thank you and goodbye to all those who have served on the Parish Council over the last 4 year term and beyond and welcomed new members and those applying to join. The Chairman also gave thanks to those who remain on the Parish Council.

The Chairman invited new District Cllr for Mendip Ward – David Wood to make a short introduction. Dave Wood thanked the many residents for their support in the recent election. David Wood outlined that he had a lot to learn and would be here to listen and progress the issues residents are most concerned about. David Wood added that with his appointment comes great responsibility.

19/20_025 PARISH COUNCIL VACANCIES

Members noted that there are five vacancies on the new Parish Council which can be filled by co-option. Members were asked to consider applications received. Each applicant was then invited to provide a short introduction.

RESOLVED

That the Parish Council co-opt the following as members of the Parish Council:

- i. Ann Morgan



- ii. Annemarie Sage
- iii. Helen Neary
- iv. Phil Warden

Declarations of Acceptance of Office were signed in the presence of the Clerk. The Clerk requested completion of Register of Interests.

19/20_026 CONFIRMATION OF MINUTES

The minutes of the Parish Council Meeting of 10th April 2019 were approved as a correct record and signed by the Chairman.

19/20_027 INTERNAL CONTROL / OPERATING POLICIES

The Parish Council were asked to review internal control / operating policies.

RESOLVED

That the Parish Council approved the following operating policies as fit for purpose:

- a. Standing Orders
- b. Financial Regulations
- c. Procurement Policy

19/20_028 ADVISORY GROUPS AND LEAD ROLES

This item was deferred to the June Parish Council Meeting due to the current number of members.

19/20_029 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND PARTNERSHIP GROUPS

It was agreed that Cllr Hooper would continue to act as the representative for St James' Church. Members noted that the Chairman and Clerk are invited to attend the Parishes Liaison Meetings.

The Chairman outlined the other meetings members are invited to attend. The Clerk will put together a schedule of meetings to include: Avon Local Council's Association (ALCA) / BANES ALCA and the Chew Valley Forum.

19/20_030 PLANNING APPLICATIONS

Cllr Hooper summarised planning application: 19/01634/TPO. Application Type: Tree Works subject to TPO
Site Location: 17 Paulmont Rise, Temple Cloud. Description of Proposal: Poplar T1 (26m): Re-pollard back to previous points, removing between 1.5m-2.5m of regrowth.

RESOLVED

That the Parish Council note the works proposed.

19/20_031 CLERKS REPORT

The Clerk provided updates on enquiries in progress including:

- Whether there was interest in consideration of installation of electrical supply pillar / housing for power supply to the Christmas Tree. The Clerk will investigate further.
- An update on the loss of the General Power of Competence due to number of Councillor appointed.
- That the first quotation to demolish the changing room on Cameley Playing Field clear the site (including concrete base and lay turf) had been received. Further quotes are required.
- Enquiries to remove the safety fence, Cameley Playing Field.
- The meeting which took place with a BANES Officer to discuss the proposal to install a side canopy to the bus stop (north bound, A37) to provide better shelter in inclement weather. The Clerk and a Cllr outlined the three options suggested. Costings should be available to consider at the June Parish Council Meeting.

19/20_032 FOOTPATHS

Members discussed Public Footpath CL1/5 (currently littered with broken glass from the old glass factory). The route follows the definitive line from the field behind the Brandown Close development through the woodland to meet up with the path coming in from the recreation ground. The Parish Council note the advice from the BANES Council Public Rights of Way Officer. The Clerk will write to the landowner.

19/20_033 FINANCE

The cashbook had previously been circulated (emailed on 02/05/2019). The bank statements to 30th April 2019 had been reconciled and was signed.

RESOLVED - That the Parish Council:

- i. Reviewed the Insurance requirements as adequate and approved payment of insurance through Came and Company (Policy with Inspire) Total annual premium of £2,691.14. This takes into consideration the Council's long-term agreement which expires on 31st May 2021.
- ii. Approved the payment of the motor insurance through MS Amlin at a cost of £176.40.
- iii. Approved payment of 50% Clerks membership to SLCC at a cost of £78 (total cost of £156 per year).
- iv. Noted the payment of expenses to the Village Operative for uniform printing, embroidery, additional high vis vests and puncture repair kit at a total cost of £116.14 (made on 1st May 2019).
- v. Approved the month's payments (cashbook emailed on 02/05/2019). Total recommended payments for the month of May 2019 - £5,804.97.



Members received the completed cashbook report for 2018/19 including Y2D budget and noted the completion of the annual internal audit for 2018/19 on 7th May 2019.

19/20_034

ANNUAL RETURN 2018/19 - ANNUAL GOVERNANCE STATEMENT

RESOLVED

That the Parish Council approved the Annual Governance Statement (section 1 on the Annual Return).
The Chairman and the Clerk signed the Annual Governance Statement at the meeting.

19/20_035

ANNUAL RETURN 2018/19 - ACCOUNTING STATEMENT

RESOLVED

That the Parish Council approved the Accounting Statements for the 2018/19 annual return prepared by the Clerk / Responsible Financial Officer (section 2 on the Annual Return).
The Chairman signed the Accounting Statements at the meeting.

19/20_036

ANNUAL RETURN 2018/19 – DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS AND SUPPORTING DOCUMENTS

The Parish Council confirmed the dates for the period for the exercise of public rights as Monday 17th June to Friday 26th July 2019 and noted the completion of the bank reconciliation and statement of variances.

19/20_037

COMMUNITY LIBRARY

Cllr Box provided an update following a visit to Timsbury Community Library. Photographs were shared with members and residents. This item will be discussed further at the June Parish Council Meeting.

19/20_038

VILLAGE HALL

Members received the fixed electrical testing report. The Clerk will chase the quotation for remedial works. The Chairman confirmed that the installation of broadband had been completed at the Village Hall. It was agreed that Cllr Sebright and Cllr Neary would meet with the Clerk to consider broadband usage policy and security.

19/20_039

CHELWOOD BRIDGE ROTARY COMMUNITY AWARD 2019

Members were asked to consider nomination of a 'silent hero' for the Chelwood Bridge Rotary Community Award 2019. The Parish Council approved a nomination.

19/20_040

ITEMS FOR THE NEXT MEETING

The Clerk advised that the Cameley Playing Field AGM would take place next month. It was agreed that this meeting will take place at 7.15pm on Wednesday 12th June 2019 at Temple Cloud Village Hall.

19/20_041

DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council will take place at **7.30pm on Wednesday 12th June 2019** at Temple Cloud Village Hall.

There being no further business, the Chairman closed the meeting.

Minutes are available on the Parish Council Website: www.templecloud.org.uk