

**Minutes, Meeting of Bicknoller Parish Council**  
**Wednesday 8<sup>th</sup> March 2023, commencing at 7pm at the Village Hall**  
**(in the format to be presented to the next meeting for approval)**

**PRESENT:**

Councillors C Warren, M Andersen, M Rawle, A Harrison

**IN ATTENDANCE:**

C Morrison-Jones (Parish Clerk)

2 members of the public

**PARISH FORUM:**

2 x member of the public present (after agenda item 5). The meeting was adjourned to allow both members of the public to talk about Bickwatch and the solar panel battery grant via the SCC Climate Emergency Grant

**1. APOLOGIES FOR ABSENCE**

Apologies of absence received from Cllr Leggetter and SC Cllr Kravis

**2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None

**3. TO RECEIVE AND APPROVE THE MINUTES OF THE MEETINGS HELD ON 11<sup>th</sup> January 2023**

Councillors resolved to approve the minutes of the above meetings as a true record, and they were signed by the Chairman

**4. MATTERS OF REPORT ARISING FROM THE AGREED MINUTES NOT COVERED BY THE BELOW AGENDA ITEMS**

None

**5. CASUAL VACANCIES ON THE PARISH COUNCIL**

There are still two vacancies on the parish council to be filled by co-option.

**6. CHAIRMAN'S REPORT**

The three jubilee documents have now been framed to hang in the Village Hall.

**7. REPORTS FROM COUNCILLORS**

7.1. Environment (Cllr Leggetter)

None

7.2. Police Liaison & Neighbourhood Watch (Cllr Harrison)

None

7.3. Rights of Way (Cllr Warren)

None

7.4. Roads (Cllr Andersen)

Ref 671053; bottom of Church Lane, wall damage adjacent to stream. Reported but not yet inspected

7.5. Community Resilience (Cllr Andersen)

Emergency plan has agreed to be stored under the stage in the Village Hall

7.6. Bicknoller Volunteer Group

Not functioning at present

7.7. Quantock Hills & Farming (Cllr Rawle)

- A new fence is being installed by SWT around the Bicknoller quarry

- Withymans Pool (also known as Wilmots Pond), redoing the car park. New proposed car park at Crowcombe Park Gate is suspended until probate following the death of Anthony Trollope-Bellew is complete (probably at least 2 years)

**8. COUNCILLORS ROLES AND RESPONSIBILITIES FOR THE MUNICIPAL YEAR**

8.1 Bicknoller Volunteer Group

Resolved to pass over to another meeting

**9. SOMERSET UNITARY**

Vesting day is 1<sup>st</sup> April 2023

**10. PLANNING**

10.1. To note the following decisions of Somerset West & Taunton Council:

None

10.2. General Planning Update

None

**11. FINANCE**

11.1. To approve, bank reconciliation dated 21.2.23

Councillors resolved to approve the bank reconciliation, dated 21.2.22, of £11,628.82.

Of this amount, £1,896.67 is held in earmarked reserves.

11.2. Income received

None

11.3. Payments to authorise

Clerk	salary, expense & reimbursements Jan & Feb 2023	£511.11
-------	---	---------

Bicknoller Village Hall	March room hire	£17.50
-------------------------	-----------------	--------

Ms S Adams	Picture framing	£294.00
------------	-----------------	---------

11.4. Payments made under delegated powers between meetings

IDVerde	waste bin emptying contract	£299.52
---------	-----------------------------	---------

11.5. Review Asset Register

The list of assets, which had been circulated to all Councillors prior to the meeting, was reviewed and it was resolved that assets listed were correct for the purposes of the audit.

The physical location of the utility equipment needs to be confirmed. Clerk to dispose of laptop in new financial year.

11.6. Review Internal Controls

The ten key control tests, which had been circulated to all Councillors prior to the meeting, were reviewed and it was resolved that it was fit for purpose.

11.7. Review Risk Assessment

The risk assessment document, which had been circulated to all Councillors prior to the meeting, was reviewed and it was resolved that it was fit for purpose.

11.8. Appointment of Internal Auditor

Cllrs resolved to appoint Mrs Katriona Smith as the Internal Auditor for the Parish Council

11.9. Pension Regulator – declaration and re-enrolment

The clerk reported that the employers are required to confirm compliance every three years. The required re-declaration of compliance had been submitted to The Pensions Regulator on behalf of BPC on 28<sup>th</sup> February 2023.

**12. FRAMING AND DISPLAY OF THE QUEEN'S PLATINUM JUBILEE SCROLL**

Covered in chairman's report

**13. ANNUAL PARISH MEETING**

The 2023 meeting has been set for Wednesday 12<sup>th</sup> April in the Village Hall, commencing at 7pm and invitations have been sent to the various village groups to present reports of their activities from the year, together with the opportunity to promote their groups in order to attract new members.

Councillors to provide refreshments

**14. BICKWATCH COMMUNITY TRANSPORT**

Release of funds for solar panel installation at the Village Hall as part of the Bickwatch grant award from SCC's Climate Emergency Fund

The Shop Committee Chairman has agreed to modify the proposed agreement with Shop & Village Hall to Reflect the final destination of the grant money and that final ownership of battery will rest with the Village Hall

Councillors resolved to grant delegated power to the clerk to respond on behalf of BPC in favour of the release of the loan upon receipt of SC confirmation of acceptance that the final ownership of the battery will rest with the Village Hall

**15. CELEBRATIONS FOR THE KING'S CORONATION**

The WI have issued a notice of agenda of village celebrations.

Councillors resolved to approve a grant of £250 to be used to purchase bunting and decorations.

**16. ITEMS OF REPORT AND SUGGESTIONS OF MATTERS FOR THE NEXT MEETING**

None

**17. DATE OF NEXT PARISH COUNCIL MEETING**

The Annual Meeting of the Parish Council to be held on Wednesday 10<sup>th</sup> May 2023

There being no further business, the meeting closed at 20.25