

**Minutes of Compton Bishop Parish Council Meeting
held on December 11th 2013 at Cross Memorial Hall**

Public Participation: *There were three members of the public present.*

Present: Parish Councillors; Cllr S.M. Passmore (Chairman), Cllr A. Campbell (Vice-Chairman), Mrs C. Woolley, R. Woolley, R. Parker and K. Mace. Sandra Broadbent (Temporary Parish Clerk).

1. **Apologies for absence:** Apologies were accepted from Cllr Rolfe.
(Chairman opened the meeting at 1937 after a member of the public spoke about a planning issue)
2. **Approval of minutes:** The minutes of the meeting held on November 13th 2013 were approved and signed as a true record by the Chairman.
3. **Declarations of Interest:** There were none.
(Chairman closed the meeting at 1938 to allow a parishioner to address Council on item 9.1.)
9. **Highways Matters:**
 - 9.1 Clerk instructed to minute the concern that a parishioner raised over a rude farmer and a perceived "anti-horse" campaign in the village.
(Chairman re-opened the meeting at 1945)
4. **To note any changes to the Resolution List:** The Excel resolutions list had been circulated before the meeting. Cllr Parker circulated a revised Word version for discussion at the meeting as the current Excel format was not considered user-friendly. The clerk went through all the outstanding resolutions and noted responses and any further actions required.
 - 4.1 Clerk was instructed to seek final quotations for council insurance for 2014-15 in Feb 2014 from the two companies who had provided provisional figures.
5. **To consider matters arising from previous minutes:**
 - 5.1 Cllr Caroline Woolley noted that the official report on the Local Choices Event held on Wednesday 16th October 2013 was available. It contained nothing on the Community Warden Scheme but this was being pursued separately with SCC.
6. **Finance Matter:**
 - 6.1 There was no financial reconciliation provided by the temporary clerk. Cllr Passmore requested that the November and December accounts be combined and reported at the January meeting once the bank statements were available.
 - 6.2 There were no invoices to be approved as no post had been received.
 - 6.3 Cllr Parker is now a signatory on Parish Council cheques. It was agreed that the clerk would inform HSBC in writing of the name and address of the new clerk from 1 April 2014, as soon as the details were known.
 - 6.4 There were no further financial reports.
(The Chairman asked the public to leave at 2007 as the next items on the agenda were of a sensitive nature)
7. **Reports or recommendations from Finance and General Purposes Advisory Group:** The F&GP AG had met twice in November and a report had been circulated.
 - 7.1 Two candidates for appointment as Parish Clerk were interviewed on 19th November 2013. Cllr Passmore outlined the procedure used and proposed salary scale for the new clerk; the AG proposed that Mrs Ann-marie Wood be offered the post subject to receipt of satisfactory references. Council approved these proposals by RESOLUTION. The clerk was instructed to write to both candidates indicating Council decision.
 - 7.2 Cllr Passmore presented the budget for 2014-15 and proposed that the precept bid be set at £6,280. The Clerk was requested to action the precept bid by 11th January 2014. Council approved the proposals by RESOLUTION.
 - 7.3 The Chairman proposed that Cllr Ken Mace join F&GP Advisory Group and this was RESOLVED unanimously.
 - 7.4 The Chairman proposed that Mr Terry Mason be co-opted to the Highways Advisory Group. Cllr Parker would meet with Mr Martin Hodgson to invite him to join the Environment Advisory Group. Council RESOLVED to accept these proposals.
 - 7.5 Nomination for new Clerk approved at 7.1.
 - 7.6 Cllr Passmore discussed the new SALC website. It was RESOLVED that the password to the SALC website be made available to the Chairman, Vice-Chairman, the Parish Clerk and the leaders of the four Advisory Groups. The Clerk would check dates of Parish Clerk and new Councillor courses in this financial year.
 - 7.7 Cllr Parker reported that he would scan all the available archived minutes. Records before 1990 were not held but he would trace these through the Records Office.
(The Chairman re-opened the meeting at 2012)
8. **Planning Matters:**
 - 8.1 Cllr Parker mentioned the plans for the second Cheddar Reservoir and noted that the proposals had been circulated to all householders.
 - 8.2 There were no new planning applications for discussion.
9. **Highway Matters:** The Advisory Group had met on 19th November 2013 and notes had been circulated.
 - 9.1 AG Member Terry Mason would enquire if the British Horse Society would contribute to the 'Horses on the Road' signs.
 - 9.2 It was agreed to ask SCC Highways to attend to the overgrown hedges on Webbington Road on both sides between Bramble Farm and Big Tree Stores.
 - 9.3 Highways AG requested an amount of £200 for 2014-15 to cover the cost of renovations to the bus shelters and benches; this had been included in the draft budget. A notice seeking volunteers to help with parish maintenance is to be placed on the website and parish noticeboards; the insurance cover would be investigated. Cllr Woolley reported that renovation of the PC noticeboard opposite the White Hart Inn was in hand and that a new noticeboard had been erected at Church Lane.
 - 9.4 The drainage problems at the junction of Bourton Lane and Webbington Road will be dealt with by SCC Highways by jetting in the New Year.

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