

**MINUTES OF THE MEETING OF
ZEALS PARISH COUNCIL**

HELD ON

Thursday 4 May 2023, At Zeals Village Hall

<https://www.hugofox.com/community/zeals-parish-council>

The meeting was opened at 6.40 pm.

PRESENT: Cllrs C Spencer (Chairman), J Gray, D Corbin, M Gibbons, Cllrs L D'Ambrumenil, A Patch, P Thomas
Mrs F Hill (Clerk)

PUBLIC SESSION

5 members of the public were present.

ZPC 23/1 TO RECEIVE AND AGREE APOLOGIES FOR ABSENCE none received.

ZPC 23/2 DECLARATIONS OF INTEREST -

- (i) To consider any written requests for dispensations by the clerk. None received.
- (ii) To receive any declarations of interest - None received

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Zeals Parish Council Code of Conduct for Members and by the Localism Act 2011

ZPC 23/3 THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 30 MARCH 2023.

Council **APPROVED** and **SIGNED** the minutes of the parish council meeting held on the 30 March 2023 as a correct record.

Proposed Cllr D'Ambrumenil, Seconded Cllr Patch

Resolved 7 – 0 - 0
(for-against-abstain)

ZPC 23/4 ACTIONS/MATTERS ARISING FROM PREVIOUS MEETING (not covered by other agenda items)

- (i) *Defibrillator Training - first available date is Thursday 26 October. The date was noted and the **Clerk** will confirm if it a drop in session or pre-bookable nearer the date. Cllr Patch requested details for the reports for the monthly checks - the **Clerk** will find out.*

ZPC 23/5 CLERKS REPORT

- (i) Council **NOTED** that the Clerk will be away from 12 – 26 May. Any emails of significance will be forwarded to the Chairman to share with members.

ZPC 23/6 FINANCE MATTERS

- (i) Council **NOTED** the balance of the account. £4381.48 (1/3/23) in current account and £10,039.54 in the deposit.
- (ii) The Parish Council **RESOLVED** to pay the following: and additional amounts that come in after the agenda is sent out.

Mrs Hill Salary 16/3/23 -25/4/23 27 3/4 hrs £13.17 Mrs Hill expenses inc Homeworking allowance (£8pm = £16) April – May Expenses £25 - ½ share of Microsoft	£330.27	Chq 1098
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HMRC Tax and NI for Clerk	£76.20	By DD
A Light Grass Cutting 27/3, 8/4, 22/4 @£45	£135	Chq 1099
Access Insurance	£899.21	Chq 1100
WALC - no invoice received yet – last year's was £244 inc VAT Council approved this to be paid under delegated powers when the invoice comes in.	TBC	

(iii) To note payments paid out under delegated powers:

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Proposed Cllr Gray, Seconded Cllr Patch

Resolved 7 – 0 - 0

Council **APPROVED** and **SIGNED** the Accounts to 31 March 2023. Council is asked to note the Parish Council accounts show an income of £20,011, expenditure of £23,304 with a bank balance of £14,420. (already circulated).

Proposed Cllr Gray, Seconded Cllr Patch

Resolved 7 – 0 - 0

- (i) Council **RESOLVED** to certify Stourton with Gasper PC “exempt” from external audit (2022-23).

Certificate of Exemption was **APPROVED** and **SIGNED**.

Proposed Cllr D’Ambrumenil, Seconded Cllr Patch

Resolved 7 – 0 - 0

- (ii) Annual Internal Auditors Report 2022-23

Council **RESOLVED** to appoint AOS Accounts as Internal Auditor and to consider the effectiveness of the internal audit.

Proposed Cllr D’Ambrumenil, Seconded Cllr Gray

Resolved 7 – 0 - 0

- (iii) Council **APPROVED & SIGNED** the Annual Governance Statement 2022-23 (Section 1)

Proposed Cllr Corbin, Seconded Cllr D’Ambrumenil

Resolved 7 – 0 - 0

- (iv) Council **APPROVED** and **SIGNED** the Accounting Statement for 2022-23 (Section 2)

Proposed Cllr D’Ambrumenil, Seconded Cllr Patch

Resolved 7 – 0 - 0

- (v) Council **NOTED** the Notice of Public Rights and Publication of Annual Governance & Accountability Return (exempt Authority).

ZPC 23/7 PLANNING APPLICATIONS

- (i) Applications to consider at the meeting: or any urgent applications that come in after the agenda goes out

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- (ii) Applications considered/determined since last meeting:

PL/2023/02898 – Cyclamen Cottage – shorten canopy of red cedar tree	Zeals PC said No Objection	
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ZPC 23/8 SIGNAGE FOR SCHOOL

- (i) Council is in favour of putting an initial request through LHFIF to determine what can be done and if there is a cost element. The **Clerk** will investigate.

ZPC 23/9 HIGHWAYS

- (i) Council NOTED that parking near Tulse Hill is sometimes on the verges and is causing damage. It seems to happen during church services. The **Clerk** will write to the church and ask if they could request that people parking there remain on the road. Cllr Gibbons will ask the Parish Steward if he can cut the verges back to give more road space.

ZPC 23/10 WESTFIELD PLAYGROUND

- (i) Update on checks - Cllr Patch updated the meeting on the Playground which is all in good order currently.

ZPC 23/11 ALLOTMENT RENT REVIEW

- (i) Council discussed the Allotment rent There are 13 plots in total making current income maximum of £260. Some are shared. There has not been a rent review done on the allotments for some and the expenses for 2022/23 were £445 . It was APPROVED to raise the rent for a ½ plot to £15 pa and a full plot to £30 pa. The clerk will write to allotment holders and inform them of the rent increase from April 2024.

Proposed Cllr Spencer, Seconded Cllr D'Ambrumenil

Resolved 7 – 0 - 0

ZPC 23/12 WIRE ON VILLAGE GREEN

- (i) Council is asked to discuss the wire on the village green - Cllr D'Ambrumenil had been asked about a wire on the village green that appears to run to the electric supply on the village green. The end seems to have been taped off but there was concern about it with the approaching Coronation celebrations. They have made provision for it to be covered this weekend but it was agreed that the Clerk would ask someone to take a look

ZPC 23/13 VILLAGE HALL REPAIRS

- (i) Council had considered the state of the walls and roof of the Village Hall during the earlier meeting and will await quotes and suggestions.

ZPC 23/14 CORRESPONDENCE

Council **NOTED** the items below

- (i) Email from the owner of house on Bells Street 12/4/23 (previously circulated)
- (ii) Email from D Button of Wiltshire Council re Fencing on Bells Street 25/4/23 (previously circulated)
- (iii) Email from R Lupton re Grass Cutting 24/4/23 (previously Circulated) – Council suggested we ask him to quote before the end of the financial year. The Clerk will invite him to early 2024.

ZPC 23/15 ITEMS FOR NEXT AGENDA

ZPC 23/16 DATE OF NEXT MEETING –Thursday 27 July 2023 at the Village Hall at 7.00 pm

Members are reminded that the Council has a general duty to consider the matters above in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status or disability), Crime & Disorder, Health & Safety and Human Rights.

The meeting closed at 7.09 pm

DRAFT