

# Corston Parish Council

Minutes of the Corston Parish Council Meeting held at Corston Village Hall which started at 7.00pm on 10th May 2023

1. The previous Chairman, John Bravin (JB) opened the meeting. He thanked Gina Wynne and Gary Breckon for their work as Councillors for the previous Council. Clerk Alan Jenner (AJ) to write to record the thanks of Council for their hard work.
2. AJ indicated he had witnessed declarations of acceptance of office from all six councillors present who were JB, Richard Blows (RB), John Twist, (JT) Kevin Sheppard (KS), Susan Charles (SC) and Katharine Evans (KE). The elected Ward Councillor Duncan Hounsell (DH) was in attendance too. JB offered himself for election as Chairman with KE proposing and JT seconding and carried unanimously.
3. JB held election of Vice Chairman. KE offered to stand proposed by SC and seconded by RB and carried unanimously.
4. Ward Councillor Duncan Hounsell (DH) in attendance as well as six Councillors and Clerk. No apologies for absence needed.
5. No Parishioners in attendance.
6. No Declaration of personal interest made by any Councillor.
7. Minutes of the Corston Parish Council meeting 01.03.2023 approved and signed by JB.
8. Matters Arising from the minutes not covered in the agenda:
  - Letters sent to Cedar Homes and First Bus as instructed at last meeting. Replies awaited.
  - No letter sent to British Gas in light of continued works on the A4. SC said the problem has at last been identified and resolved so no need to write further.
  - Village Hall have confirmed that it will not seek a surcharge on hourly rate for hall time already booked and paid for.
  - Email to Parishioner re area of outstanding landscape value will be dealt with under 10 below
  - Bollard quote reviewed. KS will speak to the neighbours and establish if they will pay for it and report back at next meeting.
  - AJ apologised to KE for not yet ordering the litter hoops and will do so.

## 9 Clerks report

9.1 Cashbook of 22/3 approved by the auditor noted. Updated asset register approved and will be filed by AJ on website.

9.2 Internal Auditor report noted. Website will be reviewed by RB to establish if we can make it more obvious for a visitor to the site which category to search for a document. Payroll issue discussed. RFO of Keynsham has offered to populate software and make HMRC filings and review and verify IA calculation of arrear of Clerk pay. If confirmed s due Council will pay arrears. Council discussed need for external resource for payroll and will make a final decision on this after RFO of Keynsham has assisted in completing outstanding information due to HMRC.

9.3 Budget report of Clerk circulated prior to the meeting noted. Monitoring of expenditure against budget for this year will remain important for Council.

9.4 Cashbook of 22/3 considered under 9.1 noted further and the entries in the AGAR that are drawn from it.

9.5 and 9.6 AGAR noted and approved, and JB signed the AGAR on resolution to do so of Council and to serve notice of advertisement in accordance with the rules under 9.6. AJ also signed in the places on the AGAR required at the meeting having already signed and dated earlier those parts he was required to prior to the meeting.

9.7 Noted the observations of the IA on the period of advertisement and that AJ advised the 30-day notice period must include the first 10 days of July 2023. Resolved to serve notice of advertisement no earlier in June 2023 to ensure we meet the requirement of the first 10 days of July.

9.8 Income and Expenditure Report and Cashbook 2023/4 entries noted and approved. JB signed copies of approved invoices in the cashbook.

9.9 Council resolved to approve payment of the IA invoice for the audit.

9.10 Insurance Quotes from existing insurer and Zurich considered and Council resolved to take up the Zurich quote for cover for this year. AJ to action.

## 10 Planning paper

The planning designation of area of outstanding landscape value considered and Council resolved that it would consider the need to comment on this to BANES at the appropriate time when the new Local Plan is being discussed and circulated. A Huge time and resource might be allocated to something that does not materialise as relevant given BANES do not currently recognise this designation.

Clerk to email Parishioner who raised this issue to explain Council's decision.

## 11. Planning Decisions.

The Responses and decisions on 23/01367/TCA and 23/00977/FUL noted. JB urged Councillors to provide clerk with their observations on planning matters circulated to them.

## 12. Village Concerns

Council considered it should not use this item heading for further meetings. Any issue that is to be considered must be separately itemised so anyone looking at the agenda knows what will be discussed.

SC mentioned some current matters brought to her attention within the Parish, but no decisions could or were made about them apart from Clerk to purchase spare set of Defib pads at £39.

13. JB attended an environs committee meeting. KE offered to become a member of Village Hall committee and Council accepted.

14. Future meetings noted.

Meeting Closed 21.42pm.

Approved as minutes of Council meeting by resolution of Parish Council 12<sup>th</sup> July 2023

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John Bravin  
Chairman