

**MINUTES OF NORTON SUB HAMDON PARISH COUNCIL**  
**MEETING HELD ON MONDAY 14<sup>th</sup> NOVEMBER 2022**  
**AT 7.30 P.M. IN THE COMMITTEE ROOM, NORTON VILLAGE HALL**

**22/1838 PRESENT:**

Cllr. S. More (Chairman), Cllr. B. Matraves (Vice Chair), Cllr. J Cole, Cllr. P. Biddle, Cllr L Holt, Cllr J Harris, Mike Hewitson (District Councillor & County Councillor), Mrs L. Brooks (Clerk), and 5 members of the public.

**22/1839 APOLOGIES:**

Oliver Patrick (County Councillor)

**22/1840 CO-OPTION OF NEW PARISH COUNCILLOR**

The Parish Council made a resolution to Co-opt Mrs Jennie Harris onto the Parish Council.

Proposed: Cllr. Cole                      Seconded: Cllr. Biddle                      Agreed unanimously.

Mrs Harris signed her Declaration of Acceptance of Office in front of the Parish Council. The Clerk issued her with the Register of Interest Members Form to fill out and return to the Clerk for submission to the Monitoring Officer at SSDC.

**22/1841 PUBLIC TIME**

**22/1841/a Public Time**

A member of the public reported the recent tyre slashing incidences which had also been reported to the Police. Clerk in talks with the PCSO to get more patrolling in the village.

**22/1841/b P.C.S.O. Report:**

The Clerk reported that she had been in touch with our PCSO and asked him to attend the Parish Council meeting. Unfortunately, due to his rota it was not possible for this month, but he had suggested a meeting at a mutually convenient time. The Clerk reported that two incidences had now been reported via 101 to the Police - the first was during half term week when eggs were thrown at a number of houses. The second was a report of tyres being slashed in a cul-de-sac. Residents involved for both incidents had been given crime numbers when they were reported and had been logged with the police. Clerk to speak to the PCSO and arrange a meeting plus request regular patrols again.

**22/1841/c District Councillor report & County Councillor report:**

A written report was received from Councillors Oliver Patrick and Mike Hewitson which had been circulated to the Parish Councillors.

Cllr Hewitson was present at the meeting and discussed the poor state of the finances at SCC.

He also reported that he is still chasing the solar sign for New Road regarding the school entrance.

**22/1841/d CLT Update:**

The Chairman Cllr More, the new CLT representative for the Parish Council, updated the Parish Council on the latest situation with the shop.

**22/1841/e HYG:** Please see below in matter arising.

**22/1842 MINUTES**

The Minutes from the October meeting were circulated. They were agreed and signed.

Proposed: Cllr. Biddle                      Seconded: Cllr. Holt                      Agreed unanimously.

**22/1843 MATTERS ARISING**

**22/1843/a Annual Report from Hamdon Youth Group – John Bailey**

The Chairman of the HYG gave a report to the Parish Council. He reported that he is now retiring as Chairman and a new Chair has come forward to take over. A copy of the HYG budget proposal had been circulated before the meeting. He explained how grateful they were of our continued support. They are currently campaigning at primary schools to get numbers of attendees back up to pre-Covid levels. They asked the Parish Council to consider raising the grant by 10% on the full amount they would have received last year (they only had 50% of their agreed grant last year). The Chairman informed HYG Chair that the budget would be discussed later on the Agenda and the Clerk would inform him of their decision as soon as the Parish Council could tell them. **Action: Clerk**

**22/1843/b** Resignation of Rachel Cumberbatch. Update on vacancy.

The vacancy had now been advertised through the correct channels with the Monitoring Officer. The Clerk reported that she had contacted the Monitoring Officer for an update but had still not received one. If no one has come forward then the Parish Council can Co-opt at the next Parish Council meeting. Once the clerk has confirmation of the situation then she can inform anyone who has shown an interest and include on the next Agenda.

**Action: Clerk**

**22/1843/c** Code of Conduct – change to LGA Model:

The Clerk informed the Parish Council that they are required to change their Code of Conduct to the LGA model. The Clerk had sent a copy of the LGA Code of Conduct to all Parish Councillors prior to the meeting to read through. The Parish Council made a resolution to accept the new Code of Conduct, which was signed and dated by the Chair.

Proposed: Cllr. Biddle

Seconded: Cllr. Holt

Agreed unanimously

**22/1843/d** Allotments – update and requirement for a second Parish Council representative

The Chair reported that the current person who was managing the allotments until Dec 2022 had resigned from doing so with immediate effect. The Chair asked for a Parish Councillor to represent the allotments alongside Cllr Matraives. Cllr Holt agreed to do this. Cllr Holt will arrange a meeting with the old manager to get the file and confirm that the 3 signatories on the R&B Allotments Trust should be 2 Parish Councillors and the Vicar. The bank needs to be informed of the changes.

**Action: Cllr Holt/Clerk**

**22/1843/e** Requirement for a PC Reading Room Representative

Chairman Cllr More agreed to stay as the Parish Council representative.

**22/1843/f** Bus Champion

Cllr Jennie Harris agreed to be the bus champion for Norton sub Hamdon. Clerk to inform the Somerset Bus Partnership.

**Action: Clerk**

**22/1844** PLANNING:

**22/1844/a** Matters for report:

Breach in Little Street: This matter is currently with the SSDC Planning Team Leader and Listed building specialist.

**22/1844/b** Decisions Notified:

Nothing to report

**22/1844/c** Applications for consideration.

Nothing to report

**22/1845** FINANCE:

**22/1845/a** Matters for report:

1. Draft Budget: The Clerk/RFO had completed the first draft of the budget for 2023/24. She explained that she has attended a training session recently and everyone was in the same boat where they still do not know what extra services they have to budget for.

She explained the Parish Council figures for the year and it was looking like the estimated spend for 2022/23 would be circa £63,211 (nearly £38,000 was for new play equipment).

The Clerk reported that following a discussion with County Councillor Roundell Greene (at a separate Parish Council meeting), who had discussed the state of County's finances, Clerks were being informed that many services would be cut from SCC from April 2023 and passed down to Parish Council level to finance, although these services had still not been decided upon.

County Councillor Roundell-Greene had strongly recommended that Parish Councils should at least be raising the precept in line with the current rate of inflation (currently 10%). She explained that things would very likely get worse over the next two years before there would be any improvement and the Parish Council need to be prepared for more expense.

The Clerk gave an example of future charges to the Parish Council – dog bin emptying is likely to be charged for in the future (current charge by SSDC is £6.75 per week per bin. Norton PC have 6 dog bins which would mean that if it stayed at the current rate, there would be an annual charge of £2,106.00).

The Clerk/RFO reported that she would wait until the December meeting for final approval and maybe in that time the Parish Council will be given more information on services they will be charged/responsible for.

**Action: Clerk**

Clerk also reported that the National pay rise for Clerks has now accepted by Unions – to be backdated from 1<sup>st</sup> April 2022. Will be inc.in Dec payments

**22/1845/b Matters for resolution**

Required Maintenance to carpark hedge and tree:

The Clerk reported that she is still waiting for a quote for this work and will add it to the December Agenda.

**Action: Clerk**

**22/1845/c Cheques Payable**

Louise Brooks	Salary – October 2022	£ 493.93	Chq no: 1625
HMRC	NI & PAYE October 2022	£ 4.40	Chq no: 1626
Louise Brooks	Expenses & home office Allowance – October 22	£ 70.00	Chq no: 1627
Zurich Insurance	Additional insurance charge for new play equipment	£ 67.95	Chq no: 1628
The Cumbria Clock Company Ltd	Annual Service of Church Clock	£ 222.00	Chq no: 1629
SALC	Clerk's budget training	£ 25.00	Chq no: 1630
Down2Earth SW Ltd	Emergency work to remove two fallen trees	£ 70.00	Chq no: 1631

Proposed: Cllr. Matraives

Seconded: Cllr. Biddle

Agreed unanimously.

**22/1846 VILLAGE HALL:**

Cllr Cole reported that they are still waiting for a second quote for the cladding.

**22/1847 RECREATION GROUND:**

Nothing to report

**22/1848 CORRESPONDENCE:**

All correspondence received had been circulated to all Parish Councillors

The Clerk reported that she had received an email from SALC earlier that day about the setting of Constituency Boundaries and that it looked like Norton sub Hamdon will move into Glastonbury and Somerton CC.

**22/1849 FOOTPATHS:**

The Chairman reported that all issues had been reported to the Footpath Liaison Officer who was doing a fabulous job keeping the footpaths in great condition.

**22/1850 MEMBERS' REPORTS.**

Cllr Biddle asked for an update on SCC's 'Somerset's Warm Welcome Initiative': Firstly, SCC is asking neighbours to look out for each other and share a warm room together. They are also launching The Warm Welcome initiative which is a network of venues that will offer an inviting place for people to keep warm. These venues will offer optional activities, or a place to get some work/homework done, or even just see a friendly face for a chat. Some funding will be available for these community buildings offering support.

Spark Somerset is being funded to develop the programme and build a framework, identify appropriate spaces and co-ordinate the project moving forward. Somerset Libraries will be open as usual to offer a warm and welcoming space to all. Once all of the warm spaces have been confirmed, a public map will be made available. More information will be available on the following website once all the warm spaces have been confirmed.

<https://www.somerset.gov.uk/social-care-and-health/cost-of-living-support-in-somerset/>

Cllr Matraives reported many distinctive blue freezer bags were being used to bag dog waste and then thrown into the hedge on the footpath off New Road that leads into the old Fruit Farm. Clerk to report the Footpath Liaison Officer.

**Action: Clerk**

Chairman Cllr More reported a footpath fingerpost that was broken off and lying on the floor. Clerk to report to the Footpath Liaison Officer.

**Action: Clerk**

There being no further business the meeting closed at 8.35pm

**The next monthly meeting will be held on Monday 12<sup>th</sup> December 2022 starting at 7.30pm.**