

**MINUTES OF NORTON SUB HAMDON PARISH COUNCIL**  
**MEETING HELD ON MONDAY 2<sup>ND</sup> OCTOBER 2023**  
**AT 7.30 P.M. IN THE COMMITTEE ROOM, NORTON VILLAGE HALL**

**23/1969 PRESENT:**

Cllr. S More (Chairman), Cllr. B. Matraves (Vice Chair), Cllr. J Harris, Cllr. P Gartrell, Mrs L. Brooks (Clerk), and 3 members of the public.

**23/1970 APOLOGIES:**

Cllr. J Cole

Cllr. Mike Hewitson (Unitary Councillor)

Cllr. Oliver Patrick (Unitary Councillor)

**NO SHOW & NO APOLOGIES RECEIVED:**

Cllr. L Holt

**23/1971 DECLARATIONS OF INTEREST:**

Nothing to report.

**23/172 PUBLIC TIME**

**23/1973/a Public Time**

Nothing to report.

**23/1973/b P.C.S.O. Report:**

Nothing to report

**23/1973/c Unitary Councillor report:**

Nothing to report

**23/1973/d CLT Update:**

Cllr Harris discussed the comparison and analysis report for the shop sales figures from this year to last. Sales were still increasing but there were still a need for more people to be using the shop.

She also reported that the CLT AGM is planned for the 23<sup>rd</sup> October starting at 6.30pm for members and 7.30pm for non-members to join afterwards.

**23/1973/e HYG Report**

Nothing to report

**23/1973/f Allotments Report**

See matters rising

**23/1973/e Bus update**

Nothing to report

**23/1974 MINUTES**

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

Proposed: Cllr. More

Seconded: Cllr. Matraves

Agreed unanimously.

**23/1975 MATTERS ARISING**

**23/1975/a Update on allotments – banking, availability, outstanding invoices, rent payments?**

Cllr. Matraves had attempted to make contact with Cllr. Holt regarding the running of the allotments and setting up of the new bank account; however he reported that he had not received any correspondence back. He had spoken to the MOP who is managing the allotments. Cllr. Matraves will now get the books and files from Cllr Holt and set up the bank account and sort the transfer of funds from the old bank account himself. The Chairman thanked him and reiterated the importance that this needed completing ASAP as invoices were now outstanding. **Action: Cllr Matraves**

**23/1975/b LCN meeting**

The Chairman was unable to attend this meeting. As soon as the minutes were available, they would be circulated to all Parish Councillors. **Action: Clerk**

**23/1975/c Vacancy**

The current vacancy is being advertised with SCC and on the notice board. The Clerk informed the Parish Council that all the correct procedures were being carried out and if no one had come forward to request an election the Parish Council would then be able to co-opt. They had someone who was interested to join. Co-option would take place at the November meeting. **Action: Clerk**

**23/1975/d** Tree for Prue

The Chairman put forward an idea for planting a tree in the recreation field in Prue's memory. The Chair had spoken to Prue's daughter at the memorial service who had thought it a lovely idea. It was agreed that a Cox's orange pippin would be purchased, a fruit that Prue loved. A date will be agreed for the planting with Prue's family present. The Chairman also discussed the tree that was planted in Richard Middleton's memory. The tree doesn't look very healthy and it was also decided to buy an eating cherry tree to plant as well in case this tree didn't survive.

**Action: Clerk**

**23/1975/e** Mobilus repairs

The Clerk explained that repairs were required to the Mobilus. A bolt had sheared off one of the tyre seats, which had now been fixed by Play UK (Playgrounds) Ltd. This was the company who installed all the new play equipment in last year, who very kindly came out and repaired the damage FOC. However, both tyres have perished and split and therefore need replacing. The Clerk explained that due to the age of the piece of equipment (circa 2000) they were currently struggling to find the correct part from Hags, the manufacturer. The Clerk hoped to have a price at the next meeting. She had been assured that the Mobilus is fit for use for the time being.

**Action: Clerk**

**23/1976** **PLANNING:**

**23/1976/a** Matters For Report

Cllr Hewitson updated the Parish Council on any outstanding issues.

**23/1976/b** Decisions Notified:

Nothing to report.

**23/1976/c** Applications for consideration.

Notification Only: 23/02204/COL

Proposal: Certificate of Lawfulness for the proposed conversion of loft space with the installation of 3 no. roof lights on the front roof slope of the dwelling and no. 3 roof lights to the rear

Location: 1 Bramley Cottages Bramley Fields Norton Sub Hamdon

No objections

**23/1977** **FINANCE:**

**23/1977/a** Matters for report:

End of 2nd quarter accounts:

1. End of 2nd quarter figures

**NAT WEST BANK ACCOUNTS:**

Current account £ 100.00

Reserve Account £ 21,440.23

**Total** £ **15,497.65**

**UNITY TRUST BANK** £ **15,497.65**

**TOTAL IN BOTH BANKS** £ **36,937.88**

There was 4 cheques outstanding/unbanked: £ 267.40

**Total as cash book** £ **36,937.88**

The books will now be given to the Internal Auditor for examination

**23/1977/b** Matters for resolution

Nothing to report.

**23/1977/c** Cheques Payable

<b>OCTOBER PAYMENTS DUE</b>			Chq no:
Louise Brooks	Salary – September 2023	£ 501.56	1694
HMRC	NI & PAYE September 2023	£ 28.00	1695
Louise Brooks	Expenses & home office Allowance – September 23	£ 70.00	1696
Latcham Printing	New signage for recreation field	£ 210.00	1697
Down2Earth SW Ltd	Rec Grounds maintenance July-Sept 23 & boundary stone maintenance	£ 320.00	1998
The Play Inspection Company Ltd	Annual play ground inspection	£ 102.00	1699
Cox & Co Payroll Solutions Ltd	Payroll & pension services for Oct-Dec	£ 108.00	1700
SALC & NALC	Affiliation Fee - April 23- March 24	£ 222.72	1701
Somerset Landscapes Ltd	Rec Grounds maintenance Apr-June 23(repaid)	£ 1095.77	Unity trust

Proposed: Cllr. More

Seconded: Cllr. Matraves

Agreed unanimously.

**23/1978                      VILLAGE HALL:**

Cllr Harris reported that the external walls had started to be repainted with the internal parts to be done at a later date.

**23/1979                      RECREATION GROUND:**

The Clerk reported that another post for the sign for the bottom of the rec would be required as the signs were large. Clerk to liaise with Mr Dare over the purchase and installation of a second post and the installation of the signs. **Action: Clerk**

**23/1980                      CORRESPONDENCE:**

All correspondence received had been circulated to all Parish Councillors.

**23/1981                      FOOTPATHS:**

Nothing to report

**23/1982                      MEMBERS' REPORTS.**

Cllr Gartrell reported of speeding in Great Street. This has been reported to the police who have increased their patrols. However, it is a question of them being in the village when this occurs.

There being no further business the meeting closed at 8.10pm

**The next monthly meeting will be held on MONDAY 13<sup>th</sup> NOVEMBER 2023.**