



Parish Clerk: Angela Wilson
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 timsbury.org.uk/parishcouncil

Minutes of Parish Council Meeting

Tuesday 3rd May 2022

at 7:30pm in the Conygre Hall

Ref.	Item and Minute	Action
	Present: In the Chair Cllr Josie Pownall; Cllr KC Bradley(Vice-Chairman), Cllr Sheila Clarke, Cllr David Collett, Cllr Mary-Anne Ansell, Cllr Mark Foster, Cllr Nick Lewis, Cllr Ray Merchant, Cllr Debbie Murphy, Cllr Derek Wheeler Clerk: Angela Wilson	
5218	1. Welcome and Apologies The Chairman welcomed everyone. Cllr Stephenson-McGall sent his apologies.	
5219	2. Election of Chairman and Vice Chairman The Clerk asked for nominations for Chairman. Two nominations were received: Cllr Pownall, proposed by Cllr Collett and seconded by Cllr Clarke; Cllr Bradley, proposed by Cllr Ansell and seconded by Cllr Foster. Only Cllr Pownall accepted the nomination and so was appointed unopposed to serve as Chairman for a further year. The Chair then requested nominations for the role of Vice Chairman. Cllr Bradley was proposed by Cllr Collett and seconded by Cllr Ansell. Being the only nomination Cllr Bradley accepted the appointment unopposed and will serve as Vice-Chairman for a further year.	
5220	3. Declarations of interest Cllr Foster declared an interest in Item 18 of the agenda as he is a member of the Ramblers Association.	
5221	4. Recruitment and/or co-option of new councillors None	
5222	5. Appointments of Committees, Working Groups and Representatives The current membership remained except for the inclusion of Cllr Clarke onto the Staffing committee and Cllr Foster to step down as a member of the Young People Working group. It was also agreed that the village youth workers should be invited to join this group as external appointments. A full list of the committee structure and members will be published on the website and placed on the village noticeboards.	Clerk
5223	6. Standing Orders and Financial Regulations It was unanimously agreed that no revisions were needed to either the standing orders or the financial regulations.	

5224	<p>7. Appointment of Bank Signatories Cllrs Ansell, Merchant and Stephenson-McGall would continue as bank signatories. It was previously agreed that Cllr Foster would also become a signatory and the paperwork for this was currently being processed.</p>	Clerk
5225	<p>8. Future dates of Parish Council meetings It was agreed that future meetings would be held on the following dates: 2022 - Mondays 6th June, 4th July, 5th September. 3rd October. 7th November, 5th December 2023 – 9th January , 6th February, 6th March, 3rd April, Tuesday 2nd May. It was decided that a meeting would only be convened in August 2022 if an urgent issue arises. All meeting will be held in the Myra Hayward room, Conygre hall commencing at 7.30pm and dates will be published on the website.</p>	
5226	<p>9. Appointment of Trustees to the Conygre Trust Cllr Collett and Christine Bateman were content to continue as Trustees and were appointed to serve on the Conygre Trust for a further year.</p>	
5227	<p>10. Minutes of the last meeting The minutes of the last meeting were agreed as a true record and signed by the Chairman.</p>	
5228	<p>11. Matters arising</p> <ul style="list-style-type: none"> • 5201 (re 5155) A decision from B&NES Highways is still awaited regarding the provision of a disabled parking space at South Road Methodist church. • 5201 (re 5156 - Street Lights) The Clerk is chasing this as we still have no replies from Volker despite numerous emails and telephone calls. • 5201 (re 5157 New Owners) The Clerk contacted B&NES planning who had recently dealt with a Tree Preservation Order on Emlett field but, due to data protection, they were unable to advise who the new owners are. The Clerk will contact the previous owner’s representative again to see if any further information on ownership can be elicited before hedge cutting is due to re-commence. • 5201 (re 5167 Planning Violation)The B&NES planning officer has requested a further detailed photograph and will be visiting the property at the end of the week. He will then notify the Parish Council of the outcome. • 5201 (re 5185 & 5177) The compilation of the financial reserves needed to meet the statutory obligations of the council is ongoing • 5202 The damaged advertising board for the Hub Library is still under repair • 5202 A new chair for the office has yet to be purchased. • 5206 Letters will be sent to those unsuccessful applications for the Community Infrastructure Levy. Cllr Merchant will organise a meeting of the Streets and Safety Working Group to look at those remaining applications requesting funding for road and pedestrian safety issues. • 5211 The Conygre Trust provided a list of play equipment on which repairs may need to be carried out but will need to give the Parish Council more details and costs. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JP/RM</p>
5229	<p>12. Clerk’s report</p> <ul style="list-style-type: none"> • The volunteers in the library each received a bouquet of flowers and an individual letter of appreciation from the Chairman on behalf of the 	

	<p>council to thank them for their sterling work, especially during the covid pandemic. It proved impracticable to arrange for them all to meet for a presentation therefore the gifts were hand-delivered to each address by the Chairman.</p> <ul style="list-style-type: none"> • The Community Payback team have now completed their six weeks of work in the village and have carried out excellent work which included, amongst other things, cleaning the play equipment, removing the overhanging vegetation at the cemetery and clearing the litter and weeds around the YMCA building. They are planned to return for a further eight weeks in September. • We have received lots of requests for the Timsbury Walks books and so will be needing to order more in the very near future. • A resident contacted the clerk regarding graffiti in the bus shelter on North Road near the Conygre Hall. The clerk will contact B&NES to ask if they would be able to remove it under their 'Clean and Green' scheme. • It is disappointing to hear that Connie's will be closing as it has been a popular venue and a real asset to the village. • The allotment committee has requested their annual payment of £400 and the clerk will ensure that this is passed to them. • The external audit information has to be with the auditors by 1st July 2022. The clerk is preparing the papers for the internal auditor and this will have to be signed-off at the next meeting. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
5230	<p>13. B&NES decisions on planning applications <u>22/00938/FUL</u> The Mayfield 49 Southlands Drive, Timsbury Erection of single storey front extension with open porch and single storey rear extension. PERMIT</p> <p><u>22/00554/FUL</u> Unregistered Annex, Radford Villa, Weekesley Lane, Timsbury Change of use from a granny annex to dwelling (Use Class C3). PERMIT</p> <p>The following decision was received after the agenda was issued: <u>21/01308/FUL</u> Unit A Upper Conygre, Timsbury Erection of four dwellings REFUSED</p>	
5231	<p>14. Conygre Trust liaison report. Cllr Collett reported that the Trust was delighted there was to be a Jubilee celebration on 5th June and would waive any hire fees for the hall and grounds and offer assistance where able to.</p>	
5232	<p>15. Reports from delegates to other organisations ALCA - The Chairman attended the regional meeting of ALCA with the only topic covered being proposed changes in staffing levels.</p>	
5233	<p>16. Increase in printing costs of the Timsbury letter The printers of the Timsbury letter have notified that the costs of printing will be increasing substantially again due to the rising costs of the raw materials. They have absorbed some of the costs but inevitably have needed to pass on some of the rise to customers. It was agreed that this is a problem faced by most printers at the moment but if prices continue to rise the Parish Council may have to consider either looking elsewhere or increasing advertising costs to mitigate the rise. The clerk will contact the current printers to advise them</p>	

	that we will accept their latest increases due to the current economic situation but would like a guarantee that prices will not rise further in the near future. If they do then other options may need to be considered.	Clerk
5234	<p>17. Renewal of annual insurance policy</p> <p>The annual Employers' Liability insurance is due for renewal on 1st June 2022. It is currently coming to the end of a three-year long term agreement and favourable terms for the annual premium have been offered should the Parish Council wish to enter into a further long-term agreement of either three or five years. Following discussions, <i>it was unanimously agreed that our current cover should remain in place and because of the substantial savings of around £50 per annum on the premium, a further long term agreement for five years should be taken out with the premium for 2022/23 being £610.30.</i></p>	Clerk
5235	<p>18. Request for a donation from Somer Valley Ramblers</p> <p>The Parish Council was unable to meet the request for a £200 donation as the event would encompass a larger area than just the Timsbury parish. They wished to make some contribution, however, such as paying for the hire of the hall for the event. The Clerk was asked to find out the hire costs and, if they were up to £75 to let the organisers know.</p>	Clerk
5236	<p>19. Queen's Platinum Jubilee celebrations</p> <p>The Timsbury Co-op have kindly agreed to supply the refreshments for the event and the Chairman will order the cakes, including a gluten-free choice. The Vice-Chairman has been in touch with a band who would be available to play but they may prove to be too expensive. There is also a singer/guitarist who could be available for the event. St Mary's Primary school has also been contacted to find out if they have a children's choir who would like to take part. A further write-up and advertisement will be placed in the June Newsletter.</p>	JP/KB/Clerk
5237	<p>20. Finance</p> <p>a. Expenditure since the last meeting was listed and circulated to members and will be shown on the Parish Council finance pages on www.timsbury.org.uk/parishcouncil</p> <p>b. The final accounts for the year ending 31st March 2022 were circulated. Expenditure for the year was £81972.07 which was £8262.93 under budget. Income was £137,705.90 against a budget of £91252 but this included the Community Infrastructure Levy of £50236.44 resulting in income being down against budget by £3782.54. At the end of the period reserves totalled £47090.88.</p>	
5238	<p>21. Correspondence</p> <ul style="list-style-type: none"> • A resident contacted the council to ask if the Parish Council would be willing to attend future meetings to discuss what support may be available for Ukrainian refugees in the village. The Vice-chairman indicated that he would be willing to help with this and would attend. • One of the library volunteers is hosting an event to celebrate the 4 years that the library has been opened and extended an invitation to all councillors. • A request was received from a resident asking if her daughter could have a stand selling cream teas and brownies at the Jubilee celebrations in order to raise money to attend the World Scout jamboree in South Korea 	Clerk/KB

	next year. It was agreed that this would make an excellent contribution to the event. The Clerk would inform the resident of the decision.	Clerk
5239	22. Matters of interest and information Platinum Jubilee afternoon picnic in the park, Sunday 5 th June 2022 2pm to 5pm	

There being no further business the Chairman closed the meeting at 9.08pm

Approved and signed as a correct record of the meeting:

Chairman: _____

Date: _____

**The next meeting will be on
Monday 6th June at 7.30 pm in the Myra Hayward Room, Conygre Hall,
North Road**

For further information see: timsbury.org.uk/parishcouncil