



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

Minutes of Parish Council Meeting Monday 15th May 2023

Ref.	Item and Minute	Action
	<p>Present: In the Chair Cllr Josie Pownall; Cllr K C Bradley (Vice-Chairman), Cllr Mary-Anne Ansell, Cllr Paul Carroll, Cllr David Collett, Cllr Mark Foster, Cllr Ray Merchant, Cllr Nick Lewis, Cllr Debbie Murphy, Cllr Shaun Stephenson-McGall Clerk: Angela Wilson Plus one resident who was observing the meeting.</p>	
5414	<p>1. Welcome and Apologies The Chairman welcomed members to the meeting. It was noted that all members had been nominated and elected unopposed to the Parish Council and each had signed the Acceptance of Office form prior to the meeting. One seat remained vacant and this was currently being advertised for filling by co-option. Apologies were received from Cllrs Peter Randall and Sean Stephenson-McGall.</p>	
5415	<p>2. Election of Chairman and Vice Chairman The Clerk asked for nominations for Chairman. Two nominations were received: Cllr Bradley, proposed by Cllr Ansell, seconded by Cllr Collett and Cllr Murphy, proposed by Cllr Carroll, seconded by Cllr Stephenson-McGall. Both candidates accepted their nominations and paper votes were collected and counted by the Clerk. <i>On a majority Cllr Bradley was elected as Chairman.</i> He thanked the outgoing Chairman for her hard work and diligence and requested that the sincere appreciation and thanks from all the members be formally recorded.</p> <p>The Chairman then called for nominations for the role of Vice-Chairman. Cllr Foster was proposed by Cllr Stephenson-McGall, seconded by Cllr Murphy. Cllr Foster, being the only nominee, accepted the nomination and was duly elected unanimously as Vice-Chairman.</p>	
5416	<p>3. Declarations of interest Cllr Shaun Stephenson-McGall advised that he has also been elected as Ward Councillor for Timsbury.</p>	

5417	<p>4. Appointment of Members to Committees, Working Parties and as representatives on other organisations Members were appointed to the following:</p> <p><u>Committees</u> Planning – all members Finance – Cllrs Ansell, Bradley, Foster, Merchant, Pownall and Randall Staffing – Cllrs Ansell, Merchant, Murphy and Sean Stephenson-McGall Communications – Cllrs Ansell, Bradley, Collett, Pownall and Shaun Stephenson-McGall</p> <p><u>Working Groups</u> Streets and Safety – Cllrs Bradley, Collett, Lewis, Merchant and Sean Stephenson-McGall Planting and Spaces – Cllrs Ansell, Collett, Lewis Young People – Cllrs Murphy and Carroll (one vacancy to be filled) plus three external members Green Action – Cllrs Ansell and Sean Stephenson-McGall (plus nine external members) Community Infrastructure Levy (CIL): Cllrs Ansell, Bradley, Collett, Foster, Murphy and Merchant</p> <p><u>Representatives on other organisations</u> The Conygre Trust – Cllr Collett PC Airports Association – Cllr Sean Stephenson-McGall BWCE – Cllr Foster Parish Liaison Committee – Cllr Bradley ALCA – Cllr Pownall</p> <p>A full list of the committee structure and members will be published on the website and placed on the village noticeboards.</p>	Clerk
5418	<p>5. Appointment of a Working Group to review Standing Orders and Financial Regulations. The Standing Orders and Financial Regulations needed to be revised and updated to bring them into line with the NALC model versions. A Working Group will be formed to review the documents and report back to Full Council. Cllrs Ansell, Foster, Pownall were appointed and Cllr Rendell would also be asked to become a member. The Clerk would send out copies of the NALC model versions to the appointed members.</p>	MA,MF, JP,PR Clerk
5419	<p>6. Appointment of Bank Signatories <i>It was unanimously agreed that Cllrs Ansell, Foster, Merchant and Sean Stephenson-McGall should continue as bank signatories for current account transactions.</i> The Clerk advised that the signatories for the savings account with NS&I required updating to replace councillors who were no longer members of the council. <i>It was unanimously agreed that the bank signatories for the savings accounts would be Cllr Mary-Anne Ansell, Cllr Mark Foster, Cllr Ray Merchant and Cllr Sean Stephenson-McGall.</i> The Clerk would complete the necessary paperwork to progress the changes with the bank.</p>	Clerk
5420	<p>7. Dates of meetings for 2023/24 Cllr Murphy proposed, seconded by Cllr Stephenson-McGall that, due to the shortness of time before the next meeting, consideration be given to holding the meeting one week later than planned. <i>By a majority decision this proposal was rejected.</i></p>	

	<p>The confirmed dates for meetings to be held during the forthcoming year were then agreed as:</p> <p>Full Council meetings – 2023: Mondays 5th June; 3rd July; 4th September; 2nd October; 6th November; 4th December.</p> <p>2024: Mondays 8th January; 5th February; 4th March; 8th April; 7th May</p> <p>Communications Meeting: Monday 19th June 2023</p> <p>Finance Meeting: Monday 18th September 2023</p> <p>Annual Parish Meeting: Monday 22nd April 2024</p>	
5421	<p>8. Appointment of Trustees to the Conygre Trust</p> <p>The current Trustees, Cllr David Collett and Mrs Christine Bateman had both indicated their willingness to continue as Trustees. <i>It was unanimously agreed, therefore, that Cllr Collett and Mrs Bateman be nominated as Trustees by the Parish Council.</i> The Clerk would sign the nomination paper and pass it to the Trust.</p>	Clerk
5422	<p>9. To approve the minutes of the last meeting</p> <p>The following amendment to the minutes was agreed: ref 5408 agenda item 12a. Youth Services update - delete ‘just for the younger group’. The minutes were then agreed as a correct record and signed by the Chairman</p>	
5423	<p>10. Matters Arising</p> <ul style="list-style-type: none"> ● A potential site had now been identified for the placement of the electric vehicle charging points and the Chairman would chase for updates on a monthly basis. ● 5401 (re 5384,5369, 5353, 5338, 5319, 5304) The contractor has been informed that only the bike hoops are needed and will come back with a suitable date for the work. ● 5401 re(5384, 5369, 5352, 5338,5324) In excess of twenty-five sites have been identified where Vehicle Activated Traffic signs would be approved for placement should the purchase of them go ahead. ● 5401 (re 5395) No update on the request for a ‘soft recycling’ facility at Timsbury Co-op. ● 5405 This project would not be going ahead because of the lack of interest. ● 5407 Two gates on the play area were identified as being medium risk and in need of repair and a quote was being sought for the work. The manager of Conygre Hall was now undertaking daily inspections of the play equipment and had received appropriate training for the task. ● 5412 The resident’s concern re the crossing on The Avenue corner was addressed by the Streets and Safety committee and a reply sent to the correspondent. 	<p>KB</p> <p>Clerk</p> <p>Clerk/Shاون S-M</p> <p>DC</p>
5424	<p>11. Clerk’s Report</p> <ul style="list-style-type: none"> ● The pay back team has been busy helping out in the village cutting back vegetation and will be with us each Monday until the end of May. ● The Miner’s silhouette is now in place on the crossroads at the end of The Avenue. It has been met with a favourable response from the public and thanks go to the Somerset Miners Welfare Trust for supplying and installing it. ● The new litter picker will need some equipment such as hi viz gilets, a hi viz jacket and a replacement hoop for carrying the litter sacks. These will be purchased using the equipment budget as previously agreed. 	

5430	17. Quarterly Inspections of the Conygre Play Area for 2023/24 <i>It was unanimously agreed to accept the quote for the total annual cost of £361 plus vat for the quarterly inspections of the Conygre Play area by B&NES Council inspectors.</i>	Clerk
5431	18. Renewal premium for the Parish Council Insurance for 2023/24 The Parish Council entered into a long-term agreement with Zurich covering 2023 to 2027 and, in return, would receive reduced premium costs for the duration. The renewal premium for the Parish Council Insurance for 2023/24 would be £656.30 for the year and was duly noted.	Clerk
5432	19. Finance a. the Parish Council expenditure since the last meeting would be circulated to councillors and a copy placed on the website www.timsbury.org.uk/parishcouncil b. the accounts ending 31 st March 2023 (circulated in advance of the meeting) were unanimously received by members.	Clerk
5433	20. Correspondence <ul style="list-style-type: none"> A resident requested details of where the 522 bus stops as there was no information on the First Bus website. Although the Timsbury stops are not mentioned on the timetable it was confirmed that it picks up on Bloomfield Road and then on Hayeswood Road as it travels between Farmborough and High Littleton. 	
5434	21. Matters of interest and information <ul style="list-style-type: none"> Conygre Hall 50th Anniversary celebration 10th June 2023 with a Barn Dance from 7pm-10pm (Football tournament 11th June) Communications Committee meeting , 19th June 2023, 7.30pm, Jeff Sluggett room, Conygre Hall 	

There being no further business the Chairman closed the meeting at 8.43pm

Approved and signed as a correct record of the meeting:

Chairman: _____

Date: _____

**The next meeting will be on
Monday 5th June 2023 at 7.30 pm in the Jeff Sluggett room, Conygre
Hall, North Road**

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