

Churchill Parish Council



Minutes of the Annual Parish Council Meeting on 13th May 2024

Present: Councillors J Bush, D Johnson, R Baker, M Baker, J Murray, R Jeacocke, B Wilkinson, J Ronicle, District Councillor P Keating and Parish Clerk S Diaz.

There was one member of the public.

Public Questions-the member of the public raised a question on planning.

- 24/FC5A To elect a Chairman and receive their declaration of office.
It was resolved to elect Jackie Bush as Chairman and she signed the declaration of office.
- 24/FC5B To elect a Vice Chairman and receive their declaration of office.
It was resolved to elect David Johnson as Vice Chairman and he signed the declaration of office.
- 24/FC5C To receive any apologies of non-attendance
Councillor M Simpson sent their apologies.
- 24/FC5D To receive any declarations of interest on agenda items.
Councillor J Murray declared an interest in item 24/FC5W.
- 24/FC5E To confirm and sign the minutes of the Parish Council meeting held on 15th April 2024.
It was resolved to sign the minutes of the Parish Council meeting on 15th April 2024.
- 24/FC5F North Somerset Council Matters
Councillor Keating advised that the Bus Scheme Improvement Plan was not suitable for Churchill and he and Councillor Cartman have asked that plans are reconsidered. North Somerset Council have agreed to put the plans on hold for the next 6 months while looking at further options. North Somerset will press the Government for more flexibility funds that have been granted can be spent.

North Somerset Council will consider at Full Council, 14th May 2024 a change to the statute to allow representatives from Parish and Town Council's to speak at P & R Committees to state the Parish's views on applications that have been called in.

North Somerset Council will also consider if a group of residents can collect signatures for other issues to be discussed at a full council meeting or relevant committee meeting. Further details to follow if approved. Councillor Keating will

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enquire why the Environmental team have removed 3 hedges locally during nesting season without nets. He will also enquire if the final audit for the Crest Nicholson site on Pudding Pie Lane has been approved as there are still outstanding works to be completed.

- 24/FC5G To receive and approve the accounts for year ending 31st March 2024.
It was resolved to approve the accounts for year ending 31st March 2024.
- 24/FC5H To approve the Councils reserves for 2024-25.
It was resolved to approve the Councils reserves for 2024-24.
- 24/FC5I To approve the Council’s Asset Register for 2024-25.
It was agreed to approve the Asset Register with amendments to say clock, tower and wall to the asset register.
- 24/FC5J To approve the bank signatories for 2024-25.
It was resolved to approve the continuing bank signatories for 2024-25.
- 24/FC5K To receive the Internal Auditor’s report.
The Parish Council noted the Internal Auditor’s report.
- 24/FC5L To agree and sign section 1 of the AGAR Annual Return for 2023-24.
It was resolved to approve and sign section 1 of the AGAR Annual Return for 2023-24.
- 24/FC5M To agree and sign section 2 of the AGAR Annual Return for 2023-24.
It was resolved to approve and sign section 2 of the AGAR Annual Return for 2023-24.
- 24/FC5N To note the appointment of BDO as External Auditors for 23-26 and note there are no conflicts of interest.
The Parish Council noted the appointment of BDO as External Auditors for 23-26 and noted there are no conflicts of interest.
- 24/FC5O To consider members for the following committees: Finance and Personnel, Leisure, and Open Spaces and Allotments
It was resolved that Councillors would remain in the same committees as 2023-24.
- 24/FC5P To note the Internal Auditor for 2024-26.
It was noted that the Internal Auditor is B Bowen for 2024-26.
- 24/FC5Q To receive and authorise the payments for May 2024 and the VAT return for 2023-24 has been received of £7666.05.
It was resolved to approve the payments for May and noted the receipts including the VAT refund.
May 2024 payments
Receipts- Village Orderly grant £333.69 Allotment rent and water payments £367.50.

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| D DEBITS: - | | | REF | Signatory 1 | Signatory 2 |
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| NEST | Pension contributions for 2024 | £173.59 | DD | | |
| EE | Clerk Telephone Taken 23 rd of each month, invoice available after 16 th of each month | £19.20 | DD | | |
| Water 2 Business | Taken 2 nd of each month- allotment water | £10.00 | DD | | |
| YU Energy | Gas community club | £163.57 | DD | | |
| YU Energy | Electricity community club | £748.30 | DD | | |
| WAVE-Anglian Water | Revised payment from bill held due to leak investigation, now a DD to include invoice from January | £287.00 | | | |
| -TO PAY:- | | | | | |
| Staff | Salaries | £2419.04 | BACS | | |
| HMRC | PAYE | £695.51 | BACS | | |
| VSA Cleaning | Community Hall Cleaning | £120.00 | BACS | | |
| Becky Walsh Courses | Marketing & Communications | £500.00 | BACS | | |
| S Diaz (Clerk) | Expenses (mileage, printing). | £93.60 | BACS | | |
| St Andrews Press | Newsletters | £74.00 | BACS | | |
| Local Government Pension Scheme | Pension | £654.14+0.18=£654.32 | BACS | | |
| West Country Groundcare | March grass cutting | £680.00 | BACS | | |
| K Lovell | Removal of tiles, laying and painting new floor, decorating hallway £3600 Installation of the relocated metal fence at skate park due to car park extension £1650 | £5250 | BACS | | |
| WSM Town Council | Dog bin emptying | £374.40 | BACS | | |
| Maunder's | Items for new floor in community club | £85.87 | BACS | | |
| Market Kitchen | Buffet for Annual parish meeting | £50.00 | BACS | | |
| Alvis Contacting | Hedge cutting at allotments | £540.00 | BACS | | |
| PCAA | Annual subscription | £95.00 | BACS | | |
| Create signs | Banners for APM | £91.20 | BACS | | |
| Bridget Bowen | Internal Audit | £280.00 | BACS | | |
| Aqueous UK Ltd | New website | £3129.23 | BACS | | |
| Becky Walsh Courses | Website building | £600.00 | BACS | | |
| Wedmore IT | Website hosting for year and consultancy | £367.00 | BACS | | |
| Vision ICT | Email hosting | £264.00 | BACS | | |
| Zurich | Insurance | £2615.43 | BACS | | |
| Arien Signs | Signs for changing areas | £36.00 | BACS | | |

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| Equals Card | Top up | £500.00 | BACS | | |
| TOTAL | TOTAL PAYMENTS | £ | | | |
| Equals Card | | | | | |
| March 2024 | | | | | |
| Market Kitchen | Refreshments | £8.01 | Card | | |
| Market Kitchen | Refreshments | £8.90 | Card | | |
| | Total | £16.91 | | | |
| April 2024 | | | | | |
| Tesco | Refreshments for APM | £46.28 | Card | | |
| Amazon | Serviettes, napkins and frames for APM | £26.83 | Card | | |
| Post Office | Postage for letters to Crest Nicholson | £12.75 | Card | | |
| Market Kitchen | Refreshments | £5.76 | Card | | |
| FH Brundle | Fence and posts for skate park area-moved for car park extension | £322.73 | | | |
| CRS | Latex for floor at Community Club | £252.00 £63.00 | Card | | |
| Winterstoke Decorators | Paint for floor at Community Club | £144.47 | Card | | |
| | Total | £873.82 | Card | | |

24/FC5R To consider the following planning applications. Please note that Applications received after this Agenda is published may be considered if comments are needed before the next meeting.

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| 24/P/0803/PIP | Land To The North Of Telephone Exchange Ladymead Lane Langford, Churchill | Permission in principle for the erection of 3no. self-build dwellings It was resolved to approve this application. The Council note that one dwelling is a different size to the other two dwellings on the plan. |
| 24/P/0868/FUH | 5 Orchard Walk Churchill, BS25 5NF | Proposed erection of 2m high fence to South-West boundary It was resolved to support this application |
| 24/P/0907/FUH | Green Farm Churchill Green Churchill BS25 5QH | Proposed erection of a two-storey side extension and new entrance porch. PV roof panels on the east elevation and extension of the existing garage to provide annexe accommodation. It was resolved to support this application. |

24/FC5S To approve the additional fencing and fitting for the additional car park spaces.
It was resolved to approve the additional fencing for the car park spaces and fitting.

24/FC5T To consider the renewal for the Parish Council insurance.
It was resolved to approve the insurance policy with amendments to say clock,

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tower and wall to the policy.

- 24/FC5U To receive the clerks report
The clerk's report was sent prior to the meeting.
- 24/FC5V To consider the proposal for the addition of Electrical Vehicle charging points at the recreation area.
It was agreed that further discussions are required to clarify several points and the clerk will arrange a meeting with the supplier and Councillors M Baker, R Baker and J Ronicle.
- 24/FC5W To consider the cost of fencing the grass keep area at the burial ground.
It was agreed that the Parish Council will pay separately for fencing to section off the area of grass keep only and that any fencing the leaseholder requires to erect for the footpath will be at the leaseholders' discretion and expense.
- 25/FC5X To receive matters for information
Councillor R Baker advised that Yanel Farm solar panel application had been approved.
Councillor M Baker reported that visibility is restricted by a van continually parked near the junction of Broadoak and Pudding Pie Lane. The clerk will ask the PCSO if they can ask the owner to move the van further from the junction.
Councillor Wilkinson reported that some road surfaces in the parish are dangerous for cyclists. He will get further details for the clerk to report.
Councillor Murray reported the drain cover has sunk near Churchill lights approaching from Front St. The clerk will report this.
Councillor Ronicle and the Councillors discussed the lack of response from Crest Nicholson regarding the piece of community land on Pudding Pie Lane. He will prepare a letter advising that the Council will take this to the local press. The Council also discussed advising other parishes and districts near or within their head offices of the actions they have taken during the Muntjac Road development.
Councillor Jeacock reported that the letter sent to North Somerset Council regarding drainage and flooding on the Dinghurst Road Development has been treated as a stage 1 complaint. The Council discussed the issues at length and agreed that the next stage would be to progress the complaint to stage 2 and to advise North Somerset Council CEO, Jo Walker of the urgency of Councils concerns not only for the parish but for North Somerset Council as well. Councillors Jeacocke and Murray will prepare the response for the clerk to send.

The next Parish Council meeting will be 10th June 2024 at 7.30pm

End of minutes