**NORTON FITZWARREN PARISH COUNCIL**

**Minutes of the meeting of the Annual Parish Council Meeting held on Monday 8th May, 2017 in the village hall.**

**Present:** Ken Hayward, Paula Knott,Mike Palmer, Paula Clinchant, Jean Adkins, Adrian Jones,

Graham Withnell. Clerk: Janet Gobey.

Also present: Lawrence Burr, Deputy Churchwarden, All Saints Church, Andy Sully, Borough Councillor and seven members of the public.

The meeting started at 8.05pm after the Annual Parish meeting.

**1.05.17 Election of Chairman**

Ken Hayward nominated Paula Knott for Chairperson, seconded Mike Palmer.

Paula Knott accepted the nomination and took the chair.

**2.05.17 To receive Chairperson’s Declaration of Acceptance of Office**

Paula Knott and the Clerk signed the notice.

**3.05.17 Election of Vice Chairman**

Paula Knott nominated Mike Palmer for Vice Chairman, agreed unanimously.

Mike Palmer accepted the nomination.

**4.05.17 Apologies for absence**

Nita Wyatt, away, family matters.

**5.05.17 To approve the minutes of the meeting held on 3rd April 2017.**

The minutes for approved and signed by the chair.

**6.05.17 Vacancy for Parish Councillor, to co-opt a new candidate.**

Three candidates have come forward; all gave details of their history and interests.

After a vote, Phil Bareham was elected by a large majority to the Council.

Phil Bareham joined members at the table and signed the Declaration of

Acceptance of Office, the Clerk countersigned .

**6a.05.17 Declarations of Interest –** none declared.

**7.05.17 To appoint representatives for: Playing Field Association, Footpath Liaison,**

**Tree Warden and to monitor the defibrillator.**

The following were appointed:

Adrian Jones and Paula Knott – Playing Field Association

Phil Bareham – Footpath Liaison

Phil Bareham and Janet Gobey – Tree Wardens

Defibrillator – Graham Withnell and Tricia Leonard

Paula Clinchant – Play Areas

Jean Adkins and Graham Withnell – Emergency Planning.

**8.05.17 Grant application from All Saints Church**

**(a) To consider overruling on this occasion the following clause in Council’s**

**Grant Application form “Grants will not be considered for equipment**

**already purchased”.**

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Proposed Jean Adkins that, on this occasion the clause is overruled, seconded

Ken Hayward, carried.

**(b) To consider grant application for £400 towards the cost of the mower**

**purchased by All Saints Church.**

Paula Knott, Chair proposed that £400 is awarded towards the cost of the

mower, seconded Mike Palmer, carried.

**9.05.17 Presentation of Parish Council Accounts and audit for 2016/17.**

**(a) To consider and approve the Annual Governance Statement for 2016/17.**

After consideration, as Council has complied with all the regulations,

Adrian Jones proposed that Council approve the Annual Governance Statement,

seconded Paula Knott, carried.

**(b) To approve the accounts for the year ending 31st March, 2017.**

The Clerk presented detailed accounts for the year ended 31st March, 2017 and

reported on the Council’s finances. The accounts are due to be submitted to

the internal auditor on the 10th May, 2017. The approved Governance Statement

and Accounting Statement will be displayed on the Parish Council’s website

when they are returned by the internal auditor. Proposed Mike Palmer that the

accounts are approved, seconded Adrian Jones, carried.

**10.05.17 Planning: (a)**

25/17/0010/LB Replacement of 8 double glazed windows, ‘Farthings’, Langford Lane No comment required.

**(b) Applications received since issue of agenda –** none received.

**(c) Approvals and refusals**

25/16/0024 Conversion of 4 agricultural barns into on dwelling, Fitzroy Barton,

Norton Fitzwarren – application approved.

25/17/0008 Application to fell 1 Monterey Cypress tree, 29 Ellis Grove – approved.

**11.05.17 To consider quote for emptying dog bins**

Proposed Mike Palmer that the quote from Taunton Deane for 2017/18 is accepted,

seconded Paula Knott, carried.

**12.05.17 To consider reaffirming the resolution made in July 2008 that “The Parish Council**

**resolves to support the Norton News in meeting the shortfall in production costs**

**over advertising revenue”.**

Ken Hayward gave details of how the original decision was made. Proposed

Ken Hayward that the Parish Council continue to meet the shortfall, seconded

Mike Palmer and agreed unanimously.

**13.05.17 Update regarding new playing field.**

Adrian Jones gave an update, Cllr. Mike Habgood will take up the case, the Playing

Field Association will complain to the Ombudsman as the Parish Council is not

permitted to do so. Taunton Deane’s agents have written to the landowners and

are awaiting their reply. Jean Adkins will investigate Taunton Deane’s role in this

dispute. To be placed on the agenda for the next meeting.

**14.05.17 Payments for approval and any subsequently received:**

Annual insurance (3rd year of 3 year agreement) £749.16

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Quarterly website package £35.96

Clerk’s salary and expenses for March £773.22

M.King, litter picking for 3 months and work at nature reserve - £864.00

Clerk’s salary and expenses for April £748.56

Proposed Adrian Jones that the above payments are approved, seconded

Paula Knott, carried.

**15.05.17 Correspondence**

As list provided by the Clerk – no discussion. Placed on the table for members to

view, if they wished.

**16.05.17 Date, time and place of next meeting.**

Monday, 5th June, 2017 at 7pm in the village hall.

The meeting closed at 9.15pm.

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