**NORTON FITZWARREN PARISH COUNCIL**

**Minutes of the Annual meeting of the Parish Council held on Wednesday, 2nd May, 2018 in the village hall.**

**Present:**  Paula, Knott, Mike Palmer, Adrian Jones, Nita Wyatt, Paula Clinchant, Graham Withnell,

Phil Bareham and the Clerk: Janet Gobey.

Also present: Six members of the public.

**1.05.18 Election of Chairman**

The Clerk requested nominations for Chairman,Mike Palmer nominated

 Paula Knott, seconded Graham Withnell. No other nominations Paula Knott

 therefore accepted and took the Chair,.

**2.05.18 To receive the Chairman’s Declaration of Acceptance of Office.**

Paula Knott and the Clerk signed the Declaration.

**3.05.18 Election of Vice Chairman**

Paula Knott nominated Mike Palmer, seconded Graham Withnell. Mike Palmer

 accepted.

**4.05.18 Apologies for absence.**

Ken Hayward is unwell.

**5.05.18 Declarations of Interest**

Paula Knott and Paula Clinchant declared a personal interest in item no. 14 and

 Paula Knott declared an interest in item 13(b) planning application 25/18/0008

 3 classroom block to primary school.

**6.05.18 To approve the minutes of the meeting held on 9th April, 2018**

An amendment was made to item 6.04.18 “Proposed Paula Clinchant” amended to

 “Proposed Paula knott”.

 The minutes were then signed by the Chairman.

**7.05.18 To appoint representatives or volunteers for:**

NF Playing Field Association – appointed Adrian Jones

 Parish Path Liaison: appointed Phil Bareham

 Tree Warden: appointed Janet Gobey and Phil Bareham

 Parish website: not filled as yet

 Defibrillator monitoring: appointed Graham Withnell

 Planning committee: appointed Mike Palmer and Graham Withnell

 Emergency planning: Nita Wyatt volunteered to produce a list of useful contacts.

 Playground inspection: appointed Paula Clinchant

**8.05.18 Actions from last meeting.**

The Chair gave an update regarding the points raised by the public at the last

meeting and the actions taken.

**9.05.18 Presentation of Parish Council accounts and audit for 2017/18**

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 **(a) To consider and approve the Annual Governance Statement for 2017/18.**

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, 2018.**

The Clerk presented detailed accounts for the year ended 31st March, 2018 and

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

 the internal auditor shortly. 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 Nita Wyatt that the

 accounts are approved, seconded Mike Palmer, agreed unanimously.

**10.05.18 To consider quotes for insurance for 2018/19.**

Two quotes obtained by the Clerk were considered, proposed Mike Palmer to

 accept a 3 year deal from BHIB Insurance, seconded Adrian Jones, carried.

**11.05.18 New playing field – update**

Negotiations with Taunton Deane are ongoing – to be placed on future agendas.

**12.05.18 New footbridge on public footpath T18/9 over Halse Water.**

 The Engineers’ report of the damage to the abutments to both bridges from

 Somerset County Council has been seen by Councillors and it was generally agreed

 that it would be very difficult for the Parish Council to carry out repairs.

 It was agreed to contact Ms Pearce, Bridge Officer, SCC to request a meeting to

 agree a new site for the replacement bridge away from the bee hives to somewhere

 between the two existing bridges. The Clerk will arrange a meeting.

**13.05.18 Planning: (a)**

25/18/0007 Change of use from 3 holiday lets to residential dwelling Wick House,

B3227 – No comment required.

25/18/0009 2-storey and first floor extension over garage at 17 Marshall Court,

Station Road. – No comment required.

**(b) Applications received since issue of agenda**

 25/18/0008 Erection of 3-classroom block, Norton Fitzwarren Primary School.

 Council will raise concerns regarding parking provision on site being sufficient for

 this application.

 **(c) Approvals and refusals** – none received.

**14.05.18 To consider an appeal from Musgrove Park Hospital for a donation towards a**

 **third MRI scanner.**

Council agreed to donate £250 towards a scanner, proposed Mike Palmer,

 seconded Nita Wyatt, agreed unanimously.

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

All Saints Church, repairs to floodlighting (50%) £461.40

 NF Village hall 50% of cost to replace Marshall Room floor £5910.00

BHIB Insurance for 2018/19 3 year deal (1st year) £674.24

 Clerk’s salary and expenses £766.47

 HMRC £103.07

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Musgrove MRI Scanner Appeal £250.00

 Proposed the above are approved and paid Mike Palmer, seconded Paula Clinchant.

**16.05.18 Correspondence**

As lit circulated to Councillors by the Clerk, the Clerk updated members about the

 forthcoming General Data Protection Regulations.

**17.05.18 Health and safety issues**

Wicksteeds have arranged to repair the Skier this week.

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

Monday, 4th June, 2018 at 7pm in the village hall.

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