



Cannington Parish Council

Minutes of the Annual Parish Council meeting of Cannington Parish Council at
7.00pm on Monday 16th May 2022 in Cannington Village Hall

MINUTES DRAFT

Council Session

Present:

Parish Councillors: Jack Popham, Kym Wardhaugh, Steve Pettitt, Mike Andison, Shaun Ryall, Ian Dyer (also SDC), John Addison, Carole Taylor and Lisa Evans

Chair: Colin Allen

County and Councillor: Brian Bolt and Mike Caswell (from 7.55pm)

Clerk: Tina Gardener

Members of the public: 11

Council Session

01/05/22 Acceptance of Office and Declaration of Members Interests

Prior to the meeting all councillors had signed their acceptance of office and completed their declarations of members' interests. The Clerk will deliver them to the Monitoring Officer at SDC.

02/05/22 Election of Chairman and signing of Office for the forthcoming year

The Chairman invited nominations for the position of Chairman. Cllr Ian Dyer proposed Cllr Colin Allen and this was seconded by Cllr Kym Wardhaugh. Cllr Colin Allen indicated he was prepared to stand as Chairman. There being no other nominations a vote was cast and it was a unanimous vote for Cllr Colin Allen to become Chairman.

Cllr Colin Allen signed his declaration of office.

03/05/22 Election of Vice Chairman for the forthcoming year

The Chairman then invited nominations for the position of Vice Chairman. Cllr Kym Wardhaugh proposed Cllr Ian Dyer and this was seconded by Cllr Steve Pettitt. Cllr Ian Dyer indicated he was prepared to stand. There being no other nominations a vote was cast and it was a unanimous vote for Cllr Ian Dyer to become Vice Chairman.

Cllr Ian Dyer signed his declaration of office.

Public Session

Items discussed included;

- No parking signs still not replaced in Brook Street
- Commiserations to the three former councillors who were not re-elected.
- The drains are never cleared on Rodway
- Congratulations to all councillors on their successful election
- It was noted that parking enforcement has been seen in the village recently
- Roy Pumfrey drew councillors to the Bus Charter on page 49 of the Target. Roy was thanked for his sterling work with the bus partnership.
- A cherry tree on a grass verge in Northbrook has been removed as it had a fungal disease. The parish council will discuss with Clean Surroundings about a possible replacement.
- Brian Bolt was congratulated on being successfully elected as a Somerset County Councillor.
- Details have been received for the enhancements to the traffic calming scheme on Rodway. The costs still to be agreed.

Council Session

04/05/22 Apologies for Absence

Apologies were received from SCC Cllr Mike Caswell (arrived at 7.55pm)

05/05/22 Minutes of Meeting held on 12th April 2022

The minutes of the meeting held on 12th April 2022 were approved

06/05/22 Matters Arising

There were no matters arising not covered by separate agenda item

07/05/22 Posts of Responsibilities

The posts of responsibilities were reviewed and the following agreed;

Allotments – Shaun Ryall and Mike Andison
Brook – Ian Dyer
Bus User Group – Jack Popham
Cannington in Bloom – Steve Pettitt
Cemetery – Ian Dyer and Mike Andison
College – Colin Allen
Defibrillator – Carole Taylor
EDF – Colin Allen

EDF – Community Forum – Steve Pettitt and Shaun Ryall
 EDF – Transport Forum – John Addison
 Hinkley Point SSG – Mike Phillips
 Footpaths and Highways – Graham Bell and Shaun Ryall (footpaths) John Addison (Highways)
 Jubilee Gardens – John Addison
 Playing Field/Amenities – Lisa Evans and Jack Popham
 Speed Indicator – Graham Bell and John Addison
 Village Hall – Kym Wardhaugh
 Youth – Kym Wardhaugh and Lisa Evans

08/05/22 Committee and Advisory Group membership

The committee and advisory group membership were reviewed and the following agreed;

- Disciplinary – Steve Pettitt, Mike Andison and John Addison
- Emergency planning including flooding – Colin Allen and Ian Dyer, members of the public: Mike Phillips and Ian Greenslade
- Finance and Staffing Committee – Lisa Evans, Carole Taylor and Jack Popham
- Grievance – Ian Dyer, Kym Wardhaugh and Shaun Ryall
- Jubilee Gardens – John Addison, members of the public: Alison Waters, Dave Tudor and Jan Pettitt
- Planning – Steve Pettitt, Carole Taylor and Lisa Evans

Vice chairman Ian Dyer proposed to accept the nominations for posts of responsibilities and committee and advisory group membership. This was seconded by Cllr Kym Wardhaugh and agreed unanimously

09/05/22 Review of risk assessments

This will be completed by Chairman Colin Allen and Vice chairman Ian Dyer.

10/05/22 Review of Procedures

- Standing Orders
- Financial Regulations
- Code of Conduct

This has been deferred to the next meeting.

11/05/22 Planning matters

New Planning applications (SDC Cllr Brian Bolt left the meeting for this agenda item)

1. **13/22/00007** – Erection of single storey side and front porch extension at 22 Conway Road. After discussions Cllr Steve Pettitt proposed to support this application. This was seconded by Cllr Carole Taylor and agreed unanimously.
2. **13/22/00008** – Change of use from agricultural to light industrial use including the erection of store and concrete storage bays (retrospective) at The Oaks, Blackmore Lane. This application arrived too late to be included on the agenda. A request for an extension will be made so that it can be included on the next agenda.

12/05/22 Reports (as applicable)

1. Highways and Parking Issues
 - Bollards on High Street – there has been no progress on the improvement to this area to discourage parking on the pavement. The clerk will chase Highways for signage and relining of the immediate area
2. Footpaths
 - A bridge on the permissive path on college land is unsafe.
3. Neighbourhood Plan
 - The clerk will make the competition of the consultation statement a priority
4. Cannington Court
 - We are waiting for SDC planning to respond if planning is required for a car park extension.
5. Speed Indicator Device
 - Graham Bell has agreed to help the clerk download the data
 - It was agreed for Graham Bell and John Addison to undertake Chapter 8 training
6. Queen’s Platinum Jubilee
 - A meeting has been arranged for 18th May 2022
 - The tree has been planted in the Jubilee Gardens
 - ‘The Queen’s Green Canopy’ plaque has been ordered.
 - The flag pole has been installed
 - It was agreed for the Christmas lights to be switched on Thursday to Sunday from 9.00pm to 5.00am

13/05/22 Capital/CIM fund projects

1. East and West Roundabouts
2. Replacement of High Street Notice board

Cllr Brian Bolt left the meeting at 7.45pm

14/05/22 Financial Matters

1. **The Payments** – The following cheques to be approved for payment

Name of Payee	Description of cheque	Cheque	Amount
Additional payments made since the last meeting: -			
Cannington Village Hall	Hire of Parish Community Room (£230.00) and Council monthly meeting (£20.00) May 2022	S/O	£250.00
Heart Internet	Exchange mailbox May 2022	DD	£12.00
BT	Phone & broadband services May2022	DD	£55.36
Tina Gardener	Cancelled	3802	00.00
Insignia Ltd	200 no Jubilee coins	3803	£583.20
Blackmore Farm	Watering and weed spraying	3804	£318.00

Greenslades	Grounds maintenance for March 2022	3805	£935.39
DM Payroll Services	Payroll services for 2022/23	3806	£132.00
A T Thorne	Erection of flagpole in Jubilee Gardens	3807	£228.00
Fine Memorials	Refund of overpayment	3808	£77.00
BHIB	Insurance for 2022/23	3809	£1,197.83
Tina Gardener	Expenses	3810	£206.92
Aly Prowse	Clerk's salary (April)	3811	£382.11
Tina Gardener	Clerk's salary (April)	3812	£843.89
The following payments are due:			
RT Signs	Cannington in Bloom Signs	3813	£906.60
Greenslades	Maintenance for April, roundabouts and supply & plant Liquid Amber	3814	£2,307.71
SDC	Empty 9 dog bins April to December 2022	3815	£752.54
GeoXphere Ltd	Planning online subscription	3816	£72.00
Collin Allen	Chairman's allowance and Jubilee sign for tree	3817	£233.00

2. **The accounts for April 2022** have been circulated to all councillors and agreed as a true record
3. **Finance and Staffing committee** – didn't have an opportunity to hold a meeting before the Parish elections. The accounts for the year ended 31.03.22 and the Audit statements were circulated and agreed.
4. **Review of Insurance provision.** There is adequate insurance provision in our current policy which has been renewed.
5. **Bank Mandate**
 - Temporary emergency signatory – After taking advice from SALC, councillors were in support of Mike Phillips remaining as a signatory until new signatories can be approved by the bank
 - New signatories – it was agreed to add the following signatories; Ian Dyer, Steve Pettitt, Carole Taylor and Mike Andison.

Cllr Mike Caswell joined the meeting at 7.55pm

15/05/22 Annual Audit Return

1. The internal audit has been completed and there were no items to bring to the council's attention.
2. Annual Governance Statement for 2021/22 had previously been circulated to all Councillors. Cllr Ian Dyer read the statement which was agreed by all and signed by the Chairman
3. Accounting Statements for 2021/22 had previously been circulated to all Councillors. It was agreed as a true record and signed by the Chairman

16/05/22 Correspondence

1. EDF – Hinkley Point B will cease generating on 1st August 2022
2. Environment Agency – meet the regulator meeting to be held on 25th May 2022

17/05/22 Posts of Responsibility – reports where applicable

- a. Allotments – Deputy Clerk.
- b. Brook – Cllr Ian Dyer
 - Brook clearance
- c. Cannington in Bloom – Clerk and Cllr Steve Pettitt
 - The village signs have been installed
 - The new planters are being put in place on Wednesday and the summer bedding has been planted out
 - This year's judging will take place on 12th July 2022
 - Concerns were raised once again about the car and van parked on the grass verge on the entrance to the village. It makes this area of the village very unkempt.
- d. Cemetery – Deputy Clerk and Cllrs Ian Dyer and Mike Andison
 - Tenders have been requested for works to the Yew trees
 - The benches need refurbishing/replacing
 - The walls require weed-spraying
 - The new trees are being regularly watered
- e. College – Chairman Colin Allen.
 - The survey of the Walled Garden's wall is still outstanding
- f. Jubilee Gardens – Cllr John Addison
 - Tenders have been requested for the removal of 3 Alder trees in Jubilee Gardens
 - The broken slab on the Packhorse Bridge has been replaced
- g. Playing fields/amenities – Cllr Lisa Evans and Jack Popham
 - The garage requires clearing out. Mike Andison, Jack Popham and Shaun Ryall agreed to help.
 - We have received enquiries from 2 new football teams.
- h. Village Hall – Cllr Kym Wardhaugh
- i. Youth – Cllr Kym Wardhaugh Lisa Evans

18/05/22 Matters of Report

1. EDF Community Forum to be held on 19th May 2022
2. Training sessions for new councillors arranged with SALC

19/05/22 Items for the next meeting

1. Chads Hill – signage required to deter HGV's
2. Consider date for the Annual Parish meeting

20/05/22 Date and Time of next meeting

The next meeting to be held at 7.00pm on Tuesday 14th June 2022

The meeting closed at 8.30pm

Signed Date.....