

TORMARTON PARISH COUNCIL

The minutes of the Meeting of Tormarton Parish Council held on Monday 5th October 2020 at 18:45 via a virtual meeting link.

Councillors: Cllr Simon Stevens (Chairman), Cllr Katy Pool, Cllr Janet Wells and Cllr N Davis (19:50).

In Attendance: Jack Turner (Parish Clerk and RFO)

Members of the Public: None

05/10/2020 – No 1. To receive any questions from the members of public present.

No questions were received.

05/10/2020 – No 2. To consider the apologies for absence and decide whether to accept them.

The Council noted that Cllr N Davis would be running late.

05/10/2020 – No 3. Declaration of Interest.

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

05/10/2020 – No 4. To Approve the Minutes of the Meeting of Tormarton Parish Council held on 7th September 2020 and to note any issues.

RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record.

05/10/2020 – No 5. To receive any reports from South Gloucestershire Council Councillors.

The Council received the written report from Cllrs Reade and Stokes. There was some confusion over the 'Local Plan' and the Clerk would seek further clarification from the district Councillors. Cllr Stevens would seek clarification on the Yate Park and Ride proposal and whether it was more practical for people living in villages.

05/10/2020 – No 6. To receive the Parish Clerk's report and financial report for September 2020.

The Council received both reports and were updated on the actions.

05/10/2020 – No 7. Tormarton Parish Council Finance:

a) To note the position of the Two Bank Accounts:

As of 5th October, the positions of the accounts were:

Current Bank Account - **£5805.35**

Business Reserve Account - **£10,878.20**

b) To receive the bank reconciliation for September

The council received the bank reconciliation and they were accepted as a true record.

c) To note the income, expenditure and monthly accounts reports for September.

Noted.

d) To receive the expenditure report and authorise payments.

RESOLVED: It was unanimously agreed to approve the report and authorise payments as below.

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Company	Invoice Detail	Net (cost to council)	VAT	Gross
Davis Agri Plant	Equipment Hire for Marquee Erection/Dismantling	£ 125.00	£ 25.00	£ 150.00
Ionet	New Laptop for Clerk	£ 481.00	£ 96.20	£ 577.20
Jack Turner	Refund of Expenses: Land Registry Fee	£ 3.00	£ -	£ 3.00
Total for October 2020		£609.00	£121.20	£730.20

e) To consider the grant request from the Village Hall committee for £234 to cover the costs of the Annual Play Inspection.

RESOLVED: It was unanimously agreed to grant the request with the condition that a report is issued to the Parish Council after one month and three months regarding the resolution of maintenance issues that were identified in the report. It was noted that this should be considered an exceptional grant for this item, and that all further inspections would be paid for directly by the Parish Council following an appropriate tender process.

f) Update on Village Assets: The Pound on Old Hundred Lane.

The Council noted that Cllr Stevens and The Clerk had undertaken some investigation work but still could not find this asset.

RESOLVED: It was unanimously agreed to remove the asset from the Council's Asset Register.

05/10/2020 – No 8. To consider any planning applications received and agree any actions:

a) To receive an update from the Chairman relating to P20/09151/F Land Off Old Hundred Lane Acton Turville Road, Tormarton.

Cllr Stevens provided an update. The objection that the Parish Council had raised was unanimously overturned by South Gloucestershire Council's development committee.

05/10/2020 – No 9. To consider the amended three-year plan and agree any actions.

Cllr K Pool would circulate two amendments to the Clerk via email after the meeting.

a) To approve an appropriate method of consultation with parishioners for their input on the plan.

The Council noted that the Clerk would print the plans for delivery and a covering note would be drafted by Cllr Stevens in the newsletter detailing what the Council wishes the Parishioners to do with the plan.

RESOLVED: It was unanimously agreed to print the report and ask for it to be delivered on 1st November, with the Parish Newsletter to all the houses in the Parish. It was further resolved that the responses should be due back online and in person by 30th November 2020.

05/10/2020 – No 10. To receive updates from members on ongoing Parish issues:

a) Update on Traffic Order Schedule from South Gloucestershire Council.

Cllr Stevens provided an update. The Council were pleased to note that South Gloucestershire Council now have the funding available to complete the traffic review within the Parish. Cllr Stevens also provided an update on his meeting with Chris Harris of South Gloucestershire Council, whereby it was told that an enforceable parking limit would be placed on the bus stop.

RESOLVED: It was unanimously agreed that this limit would be acceptable and was appreciated by the Parish Council.

b) Community Speed Watch.

c) Tormarton & West Littleton "Blackspots".

d) Application for Traffic Calming Funding.

e) Tormarton Village Events Parking.

No update was given.

f) Christmas Events in Tormarton and West Littleton.

Cllr Stevens provided an update. The pub has agreed for a Christmas Tree to be erected in their car park. Cllr Stevens has had initial discussions with some people on different Christmas events that could be achieved in a COVID secure way.

g) Update on marquee use over the summer period.

The Clerk provided an update. The marquee was hired out twice in the summer. Some queries were raised with respect to the donations to the committees. The Clerk would check on this and report back to the next meeting.

05/10/2020 – No 11. To receive an update from the following committees.

a) Village Hall Committee

Cllr K Pool provided an update on the most recent meeting. The Council noted that a new water boiler in the kitchen would be installed and that the nursery was now paying the full fee for hire. The Council noted that Cllrs K Pool and S Stevens would hold a meeting with the Chair of the committee to discuss the Ash Trees and some other issues.

b) Village Pond Committee

Cllr J Wells provided an update. The Council noted that a member had been co-opted onto the committee. The Council also noted that some replanting was needed and a 'sponsor the tree' idea had been discussed in its initial stages.

c) Playing Field Committee

Cllr S Stevens provided an update. The committee had been awarded a grant to refurbish the car park at the playing field. The council noted that an extra football team were now using the facilities.

05/10/2020 – No 12. To note the date of the next meeting will be Monday 2nd November at 18:45.
Noted.

CLOSED SESSION

05/10/2020 – No 13. The Parish Clerk's probationary period.

a) To consider the outcome of the probationary period.

RESOLVED: It was unanimously agreed that the Clerk should pass his probationary period.

b) To consider the probation form, agree to complete it and hold a meeting with the Clerk to discuss.

The form was presented and discussed with the Clerk by Cllr S Stevens.

05/10/2020 – No 14. To consider the outcome of the NJC pay award from April 2020.

a) To consider placing the Clerk on the new pay scale, backdated to April 2020, which would be SCP 12.

b) To consider the new holiday allowances for The Clerk, due to less than five years' service and agree any actions.

RESOLVED: It was unanimously agreed to implement this and backdate to April 2020.

The meeting was closed by the Chairman at 20:17