



Minutes of the meeting held on 3 June 2025 in the Memorial Hall at 6.30pm

Present: Jon Abbott (Chair), John Bridges, Cath Law, John Scadding and David Wilson.

In attendance: Diane Abbott (Clerk).

1	Apologies for Absence The meeting received apologies for absence from David Stone.		
2	Chair's Announcements The Chair made the following announcements: 1. The Chair read a letter of thanks about the works behind the Hall from the Village Hall Committee. 2. The meeting noted that the remembrance silhouettes are now stored in the churchyard shed.		
3	Declarations of Interest There were no declarations of interest.		
4	Elections, membership arrangements, adoption of policies 1. Election of Chair David Wilson proposed and John Scadding seconded Jon Abbott for Chair. There were no other nominations and the meeting elected Jon Abbott unanimously. 2. Election of Vice-Chair Cath Law proposed and John Scadding seconded John Bridges for Vice-Chair. The meeting elected John Bridges unanimously. 3. New Committees The meeting appointed no new committees. 4. Councillor Responsibilities The meeting agreed to the following responsibilities: • Playground Management – David Wilson • Payroll & HMRC reporting – Cath Law • Cemetery Safety Management – John Scadding • A37 Safety – Jon Abbott • Health & Wellbeing – Cath Law • Quarterly Reconciliation – John Bridges • Project – Interpretation Boards – Clerk • Project – Lane Safety – Cath Law • Local Community Networks (LCN) – Chair and/or Vice-Chair • LCN Active Travel Working Group – TBC • LCN Flooding Working Group – Jon Abbott • LCN Highways Working Group – Jon Abbott / Cath Law 5. Training Needs The meeting discussed and agreed that there were no immediate requirements for training. 6. Adoption of Policies The meeting agreed to bring policies to the July meeting.		
5	Minutes It was RESOLVED to sign the Minutes of the 6 May 2025 meeting as a correct record.		



6	Local Government Reports The meeting noted that the Clerk had circulated the May report from Somerset Council.		
7	Local Community Networks The meeting noted the next LCN, the AGM, will take place on Tuesday 17 June at 7.00pm in Binegar Memorial Hall.		
8	Planning applications There were no planning applications for consideration.		
9	Financial matters 1. Financial Position The meeting noted the financial position to date. 2. Receipts noted since the last report: £1,000 – J Saunders – Land rent £758.04 – Somerset Council – Unknown receipt 3. Standing order payments noted since the last report: £xxx.xx – Parish Clerk – May salary payment 4. Online banking payments noted since the last report: £333.60 – Grassmats Limited £1,480.00 – Coomb Garden Maintenance – Grass Cutting £462.00 – DCW Polymers – Memorial Bench £270.00 – Auditing Solutions – Internal Audit		
10	2024-25 Annual Governance and Accountability Return (AGAR) 1. The meeting received the <i>Annual Internal Audit Report</i> and noted the recommendations raised. 2. The meeting received and RESOLVED to approve for signature the <i>Annual Governance Statement</i> . 3. The meeting received and RESOLVED to approve for signature the <i>Annual Accounting Statements</i> . 4. The meeting received and RESOLVED to certify the Certificate of Exemption as a smaller authority with an income and expenditure of less than £25,000. 5. The meeting noted the dates (5 June to 16 July) for electors to exercise rights relative to the annual accounts.		
11	Casual Vacancy The meeting noted a casual vacancy notice had been posted with an expiry deadline of Monday 16 June. Any applications to be considered at the July meeting of the Parish Council.		
12	Playground The meeting noted the playground report and amended inspection rota. The Chair stated that the goal matting had been delivered and awaited installation. It was agreed to approach Coomb Garden Maintenance to lay and back fill the matting. The Chair informed the meeting that the Memorial Bench had been ordered and it was agreed it would replace the bench on the right-hand side perimeter fence.		
13	Parish Land at Emborough The meeting noted a response from the Land Agent regarding Parish Land at Emborough. Some concerns had been raised about possible infringement on the northern edge. The Clerk undertook to write a letter to the owners of the Caravan Park.		



14	Projects Interpretation Board The Clerk confirmed the engagement of a designer to produce the artwork for the board.		
15	Fairfield The meeting noted concerns raised by parishioners regarding dog walkers in the field and it was agreed to speak to the PCC about the matter.		
16	Annual Services to the Community Awards The meeting noted and considered the Chair of Somerset Council's Annual Services to the Community Awards. It was agreed that nominations should be brought to the July meeting of the Parish Council.		
17	Events Attended There were no events attended.		
18	Highways and rights of way The meeting noted that highways and rights of way issues should be reported directly to Somerset Council. Links had been circulated in the Parish Magazine. The Chair informed the meeting the Parish still required a Footpath Warden.		
19	Dates of future meetings 2025: 1 July, 2 September, 7 October – 6.30pm.		

The Chair closed the meeting at 7.42pm