

**CURRY MALLET PARISH COUNCIL  
ANNUAL MEETING OF THE PARISH COUNCIL**

**Minutes of the meeting of Curry Mallet Parish Council  
held on May 13<sup>th</sup> 2019, in the Curry Mallet and Beercrocombe Village Hall, Curry Mallet.**

**Present:** Mr P McKeown, Mr D Beck, Mr C Hussey.

**1758. Public Participation Time.** Mrs M Hughes, Mrs F Wood, Mr W Wilkes-Wood.

**1759. Election of Chairman and Vice Chairman for 2019/2020, and allocation of portfolios to members.**

- Mr P McKeown elected as Chairman, Mr D Beck proposed, Mr C Hussey seconded.
- Mr D Beck elected as Vice Chairman, Mr P McKeown proposed, Mr C Hussey seconded.
  
- Portfolios were allocated as follows:
  1. Planning: Mr D Beck
  2. Rights of Way: Mr P McKeown
  3. Play Area and Playing Field: Mr P McKeown
  4. Website: Mr P McKeown
  5. Waste Services: Mr C Hussey
  6. Personnel Committee: Mr P McKeown, Mr D Beck, Mr C Hussey
  7. Highways: Mr G Townrow (has agreed to act in the capacity of an advisor, and retain responsibility for 'Highways', until more members could be co-opted on to the Parish Council).

**1760. Newly Elected Council.** 'Acceptance of Office' forms were signed by each member and submitted to the Clerk to be kept with the Parish Council's records. 'Register of Interest' forms were provided for all members, to be completed and sent to the Clerk by 1<sup>st</sup> June 2019, in order that they could be electronically submitted to SSDC.

**1761. Casual Vacancies.** All members were in agreement that there were four Casual Vacancies on the Parish Council, following the May 2019 elections; a Notice of Vacancy was therefore completed for submission to SSDC and publication on the village noticeboards and website.

**1762. To Receive Reports from the District and County Councillors on items that may be of interest.**

None present.

**1763. Declarations of Interest.** None.

**1764. Apologies and reasons for absence.** County Cllr Clare Paul sent her apologies.

**1765. Minutes of previous meetings.**

Minutes of the meeting held on April 29<sup>th</sup> 2019; version 3 was approved, *nem con*, as drafted.

**1766. Matters of report arising from previous meetings.**

**1472 – Lloyds Bank.** 'Magna Carta 800 Account'; Mandate form had been duly completed and signed, Clerk would take a copy for the Council's records, and post to Lloyds.

**1621.1 – Clerk's employment; signing of Contract.** The Chairman and Clerk both signed two copies of the Contract of Employment; one for the Clerk to retain and one for the Council's records.

**1622.2 – Defibrillator Installation.** Clerk had submitted payment to SWAS; the defibrillator should be delivered by the end of May 2019; it had been confirmed via email that the electricity spur did not need to be in place prior to delivery, and should any damage or theft of the defibrillator occur SWAS would provide a replacement.

**1646.3 – Chapel House, Burial Area.** Mr McKeown would advise Louise Webb that the Parish Council would cease involvement in this matter, and reiterate that the responsibility lies solely with the Baptist Union.

**1767. Village Hall Issues.**

- 1. Lease.** Mr McKeown would make telephone contact with Sarah Bird to obtain an update on when the finalised Lease would be likely to be returned to the Parish Council.
- 2. Over-Flow Parking.** Mr McKeown advised that following discussion of the licence for the pub's 'over-flow' parking with the Village Hall Committee; they would investigate further and take appropriate action.
- 3. New Hall Trust Deed.** As soon as the Duchy had signed the Lease, the Council Chairman & Clerk would then sign the Trust Deed, to enable it to be submitted by the Hall Committee to the Charity Commission.

**1768. Village Play Area Project.**

- 1. Quarterly Inspection.** At the request of the Parish Council; the Clerk had emailed SSDC to inquire whether they could mark their Quarterly Inspection Reports as 'satisfactory', if indeed they were, and include an electronic signature from the officer who undertook the inspection.
- 2. Annual Inspections.** Full details of the Curry Mallet Play Area had been submitted to The Play Inspection Company with a view that their first annual inspection would occur in July 2019.
- 3. Safety & Responsibility Signage.** Mr McKeown would liaise with JAAMS Design to progress the one A3 general sign as specified under min. 1701.3.

**1769. Finance.**

**1. The following payments was duly authorised and cheques prepared:**

BHIB (Insurance Policy renewal)	£208.91 (no VAT)	chq. 645
Westley Harris (Verge Cutting)	£310.00 (+62.00 VAT)	chq. 646

- 2. Cheque Number 640, for the amount of £58.48, made out to SSDC:** cancelled due to price differentiation from quote to actual invoice, of SSDC streetscene items, for Parish volunteers.

**1770. Annual Return for 2019.**

1. Steve Altria advised that the Play Area Sinking Fund monies should not be allocated under 'Box 9' of Section 2 of the AGAR; instead the monies would need to be included under the rest of the funds held by the Parish Council.
2. The Clerk and Chairman had agreed with Steve Altria that the documents required by him for the Internal Audit would be dropped over to him at the end of May / beginning of June.

**1771. Items of report from members.**

1. Mr C Hussey had attended the Councillors Essentials training session held at SALC headquarters on 1<sup>st</sup> May 2019.
2. Mr G Townrow had advised that a tree trunk had fallen across the stream in the village, opposite the Old Cider Barn. Mr P McKeown agreed to investigate, and arrange a work party, if necessary.

**The next meeting of the Parish Council will be held on Monday 10<sup>th</sup> June, 2019, in the Village Hall at 7.30pm.**

**SLD (25/05/19).**