

**Minutes of the Meeting of Meare Parish Council  
Held on Monday 17<sup>th</sup> October 2022, 7.30pm in the Chapel**

**Public participation**

**Present:** Cllrs Bennetts (Chair), C. Foster, T Foster, Hoskins, James, Neale, Richards, Winters, Wren and the Clerk Gerard Tucker

**In attendance:** 14 members of public

There was no public participation

**2022/**

**128. Apologies**

Apologies were received from County Cllr Heather Shearer.

**129. Minutes of the previous meeting.** The suggestion of an additional speed indicator device was not made by Cllr James. A sentence was added which informed of the historic value of the roadside hedge near the Fish House. The minutes were then considered accurate and were approved by the Council before being signed by the Chair.

**130. Declarations of Interest**

There were no declarations of interest

**131. Summary of actions from the previous meeting**

- a. The clerk to purchase anti-virus software to protect the laptop.
- b. The Village Hall and Parish Councillors are encouraged to meet and discuss the conditions of releasing the loan
- c. The cctv detail prepared by Cllr James to be circulated.
- d. The paper detailing the appropriate IT support measures with input by Cllr Field to be circulated.
- e. The clerk to contact Towns to complain about inappropriate driving habits
- f. A training session to prioritise the actions of the council and to address the changes to the Code of Conduct is to be organised for Sunday 9<sup>th</sup> October in the Community Church commencing at 7.30pm

**132. County and District Councillor reports**

Cllr Shearer provided an overview of actions of the County and District Council. A newsletter has been prepared (and distributed) which informs of the challenges of bringing the different authorities together under a unitary umbrella.

**133. Highways**

**134. Parish Matters including:**

- a. To determine what youth facilities the clerk is to research.
- b. Purchase of trees for the picnic area and school(s)
- c. Maintenance contract: To agree regular areas of the village that need attention, prior to inviting tenders.
- d. To consider cctv quotes for the playing field

**122. Complying with GDPR (General Data Protection Regulations).**

The clerk, together with Cllrs Field and T Foster have been exploring the appropriate systems that would ensure compliance with GDPR, provide back-up for the IT systems and virus protection. A short paper has been prepared by the clerk with input from Cllr Field informing of the choices to be considered. A company called Netwise which is used predominately by town and parish councils is the most cost effective, particularly as it also provides the opportunity to create our own website. The paper is to be circulated to all councillors once

amended, meanwhile, the clerk is encouraged to purchase anti-virus software for the laptop. Cllr Field will advise on the appropriate system to purchase.

**123. External Auditors report.**

The clerk informed that during the hand over of responsibilities between him and the previous clerk, the Annual Return (AGAR) had been inappropriately completed, with one box ticked stating that no significant changes had been made to the asset register. The auditor had identified the purchase of the tractor and topper and informed that this box was wrongly marked. No action is required.

**124. Finances**

**a. Proposal to set up a separate Finance Committee.** Cllr Bennetts informed that there was already a Finance committee consisting of Cllrs Neale, Bennetts, T Foster and the clerk. Having clarified the situation, the clerk was asked to amend the website to reflect the presence of a finance committee.

**b. Summary of account.** The clerk had previously circulated information on the transactions and balances of the council. No questions were raised and Cllr T Foster proposed, seconded by Cllr Neale and unanimously **RESOLVED** to accept the financial summary. 11-0-0

**c. S137 Funding requests**

- i. Parish magazine                      September edition shortfall    £210.00
- ii. Hire of community church rooms, July and September    £ 60.00
- iii. Contribution towards cemetery tree surgery works    £540.00
- iv. Editors contribution – parish magazine                      £150.00

**d. Invoices to be paid.**

Payment	Amount £
Malcolm Sweet	670.00
Somerset Association Local Councils	434.63
Steve Edwards – website support	108.00
Mendip DC – Election expenses	2,049.26
Clerk's expenses	201.20
PKF Littlejohn – Auditors expense	360.00
Malcolm Sweet	170.00

**125. Planning –**

**i. Application No 2022/1784/HSE**

**Proposal:** Single storey rear extension. Rendered garden wall to be replaced with a low level rendered wall.

**Location: Angel House, Porters Hatch, Meare**

The Parish Council raised no objections or observations on this application. The reduction in the occupiers carbon footprint by working from home was noted.

**ii. Proposed development at Eclipse Works, Ashcott Road**

The council is unable to endorse the redevelopment of Eclipse Works to residential until such time as full plans are prepared. However the concept of providing more affordable housing in the parish meets with the objectives of the council.

**126. Correspondence – none received that has not already been distributed**

**127. Summary of Actions**

Meeting closed at 9.30pm.

The next meeting will be on Monday 21<sup>st</sup> November, 7.30pm in the Chapel

Signed ..... Dated ..... 21<sup>st</sup> November 2022  
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