

Minutes of the Annual Meeting of Priston Parish Council Held at 7 pm on Monday 13th May 2024 in the village hall

Present: Cllrs Peter Hopwood, Bruce Clarke, Helen Burns, Nick Keppel-Palmer, Guy Davies, Farah Downing, Jocelyn Nichols (Clerk) and Lucy Barnes

Peter Hopwood thanked the Councillors and the clerk for all their hard work during his year as chair

1. **Election of Chairman:** Cllr Clarke was proposed by Cllr Keppel-Palmer and seconded by Cllr Burns. Cllr Clarke was elected unanimously to the position.
2. **Declaration of Acceptance of Office – Chairman:** Cllr Clarke accepted the position and signed the Acceptance of Office.
3. **Election of Vice-Chairman:** Cllr Burns was proposed by Cllr Downing, seconded by Cllr Keppel-Palmer. Agreed unanimously. Cllr Clarke accepted the position and signed the Acceptance of Office.
4. **Appointment of Internal Auditor and finance representatives:** Patrick Dawson has agreed to continue as auditor. Cllr Hopwood agreed to continue as a signatory on the bank account, along with the Chair and Vice Chair.
5. **Appointment of Planning Representatives:** Cllr Hopwood, Cllr Davies and Cllr Clarke agreed to continue as our planning representatives. Agreed unanimously.
6. **Appointment of Footpath Representative:** Cllr Burns agreed to continue this role for the coming year. Agreed unanimously.
7. **Appointment of Village Hall Representative:** Cllr Downing agreed to continue, as she is on the village hall committee. Agreed unanimously.
8. **Appointment of Roads and Highways Representative:** Cllr Lippiatt agreed to continue in this role, and it was agreed unanimously.
9. **Appointment of Representative to Priston AED Project:** Roger Morad has agreed to continue to manage our defibrillators.
10. **Appointment of Climate and Ecological Emergency Representative:** Cllr Keppel-Palmer agreed to continue with this role. Agreed unanimously.
11. **Appointment of Flooding Representative:** Aylet Anderson will continue as our flooding rep.
12. **Matters raised by parish residents:** The missing sign at Hill View needs replacing, and as the numbering is confusing we will liaise with B&NES to improve the sign when the wall is fixed. **Action: Clerk to write to B&NES Highways to ask them replace the sign.**

Lucy wished to raise the issue of pollution of our stream from the sewage works. It has become smellier and there is foam on the water. **Action: Nick will identify the risks as part of his nature**

recovery plan map, and the clerk will write to B&NES a follow up to the report already sent reminding them of the issues.

Nick reported that concrete has been disposed of in the lane opposite the manor by masons fixing the wall. **Action: Clerk will write to David Franklin about the incorrect refuse disposal. Helen and Guy will monitor the cement dust by Summer Lea.**

The Cricket Club have expressed their sincere gratitude to the Parish Council for the funds to enable purchase of the new portaloo. It was installed just in time for the first home match on Sunday 12th May. This match was the Wilfy Warren memorial match where there were well in excess of 70 people in attendance, including many young families and children. The loo is a very beneficial addition to the facilities and is very much appreciated.

13. **Apologies:**, Councillor John Lippiatt, B&NES Councillors Fiona Gourley and Matt McCabe
14. **Minutes:** The Minutes of the Annual General Meeting held on Monday 15th May 2023 were approved and signed.
15. **Minutes:** The minutes of the ordinary meeting on 11th March 2024 were approved and signed
16. **Matters Arising:** It was agreed that our first response to the poor bus situation would be to set up a Whatsapp group for lift sharing. **Action: Farah will start a group and advertise it in the Link and Loop.** We can then assess the demand. **Clerk will ask Midsomer Norton Dial a Ride what the take-up is from Priston.**
17. **Festival application for a new tent from CIL money.** It was agreed that this application be granted for £843.
18. **Financial Report for the financial year 1st April to 31st May 2024:** The Parish Council started the year in April with £8,123.87 in the bank and on 1 May there was £10,742.50. The precept payment of £3,914.50 had been received and expenditure was £1,295.87. The auditor had expressed concern that we are spending over our precept, so at the next meeting we will consider budget savings and how we can address this over expenditure. He also suggested that the CIL money be kept separate from the precept as it needs to be used for capital items to improve the parish, and this has been done.
The asset register was approved.
19. **To consider, approve and sign the 2023/24 Annual Governance Statement :** The internal auditor has completed the audit report. After all agreeing the statement, and the certificate of exemption, the chair and the clerk signed the Annual Governance Statement which will be published on the website.
20. **To consider, approve and sign the 2023/24 Accounting Statement:** Receipts and payments for 2022/23 and 2023/24 were considered and approved. The chair and clerk signed the Accounting Statement which will be published on the website.

21. **To consider and approve 2024 Standing Orders, Financial Regulations, Risk Assessment:** Councillors have read and approved the updated documents.
22. **To review and sign the 2024 Councillors' Register of Interests:** Councillors reviewed and signed these.
23. **To agree dates for public access to accounts:** These were agreed as Monday 10 June 2024 to Friday 19 July 2024.
24. **Roads and Highways:** No issues reported.
25. **Planning:** The new procedure notes were adopted. We have an extraordinary meeting on 29th May to discuss applications from Mead Cottage and Fonthill Cottage. The B&NES enforcement officer has made no progress with the lighting issues.
26. **Flooding:** No issues
27. **To report on the Climate and Ecological Emergency: Action: Nick will discuss the nature recovery plan in detail at the next meeting.**
28. **To report on footpaths: Action: Helen will discuss with Lucy whether the footpath gate to the sewage works could be turned around to stop it being padlocked with the main gate by Wessex Water.**
There is an increase in the amount of dog poo on our pavements and footpaths. **Action: Helen will check the bylaws, and write in the Link and Loop, and design some signs to be put up on the lanes.**
29. **To report on external meetings and agree attendance at future meetings:** Parish Liaison is on 26 June 2024 at 6.30.
30. **Any other Business: Peter and Helen will work on an active Emergency Plan, and Farah will check whether the Village hall are doing anything for D Day.**
31. **Date of next Meeting –Monday 1st July 2024 7pm in the village hall.**

Signed:Date:

JN 14/5/24