

## **HATCH BEAUCHAMP PARISH COUNCIL**

### **Minutes of the Meeting of Hatch Beauchamp Parish Council held on Wednesday, 13<sup>th</sup> July 2022 at 7.00pm at the Village Hall**

**Present:** - Mr Kevin Comer (Chair), Mrs Pippa Fowler (Vice Chair), Mrs Katie Piper, Mrs Jan Walton, Ms Alison Handel plus attendees as below and 13 members of the public

**Apologies:** - Mr Shaun O'Dell

**In Attendance:** - Ms Chadwick as Clerk, Cllr Ross Henley (to 7.30pm)

#### **Public Forum**

- A member of the public advised Councillors of amendments to previous planning application 19/22/0005.
- Cllr Henley gave his views on the A358 consultation. A member of the public asked for a copy of the Parish consultation response which the Chair agreed to look into and revert upon. A member of the public asked Cllr Henley whether there were any outstanding legal challenges.

#### **1. Election of Chair and Vice Chair in accordance with Standing Order 5 g**

Following the resignation of Christine Scott, an election was held to fill the vacant role of Chair. Kevin Comer was nominated as Chair by Pippa Fowler and seconded by Katie Piper. Kevin was duly unanimously elected as Chair and completed his Acceptance of Office for that role.

The role of Vice Chair having been then vacated by Kevin Comer, Pippa Fowler was nominated as Vice-Chair by Kevin Comer and seconded by Jan Walton. Pippa was duly unanimously elected as Vice-Chair and completed his Acceptance of Office for that role.

Thanks were expressed to Christine Scott for her work during her three years on the Council and two years as Chair.

#### **2. Apologies**

Apologies were received from Mr O' Dell. It was resolved that the apology and the reasons for it be accepted.

#### **3. Declarations of interest**

There were no declarations of interest.

#### **4. Minutes**

The minutes of the meeting on 11<sup>th</sup> May 2022 were approved unanimously.

#### **5. Presentation from West of England Developments**

The Council received a new proposal from West of England Developments Ltd regarding land at Station Road including four affordable properties a potential shop location and a community orchard. Members of the public raised concerns about location of shop, parking

13<sup>th</sup> July 2022

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and traffic issues. Questions were also asked on the affordable housing discount which was clarified by Mr Lehner of West of England Developments.

## 6. Project Reports

### 6.1 Community Shop

Katie Piper presented an update on the Community Shop, the car park has been levelled and the business plan updated.

### 6.2 Community Car Scheme

No update.

### 6.3 Greener Hatch Beauchamp

The project has been launched on Facebook and a proposed allotment site has been found.

It was agreed to remove the project reports from future agendas unless actions are required.

## 7. Casual Vacancies

The Clerk updated on process to fill casual vacancies. Interest has been received from three potential candidates. The Clerk will post a formal notice to the electors of the parish on noticeboards and hatchbeauchamp.com. It was resolved to hold a meeting in August to co-opt, the Clerk to arrange a suitable date.

## 8. Planning

The Council discussed application 19/22/0012. It was agreed not to comment.

## 9. A358

The National Highways consultation was submitted on 26 June. The Council's representation on Community of Parishes was agreed to be the Clerk, supported by a councillor. Two members of the public expressed an interest in joining the sub-committee. A meeting with Cllr Henley and Cllr Rigby to be requested by the Clerk.

## 10. Neighbourhood plan update

Kevin Comer presented the survey results for the Neighbourhood plan. Councillors expressed their thanks to their committee for their hard work on this project.

## 11. Finance

### 11.1 Bank Reconciliation

The Council approved the bank reconciliations.

### 11.2 Schedule of Cheques

The Council approved the Schedule of Cheques below:

Clerks wages	6 May to 7 July		9 weeks	487.80
K Comer expenses				47.02
C Scott expenses				25.82
Parsons Landscapes	inv 16210			1093.92
Jill Larcombe				60.00

### 11.3 Internal Audit report and Notice of Public Rights

The Council received and reviewed the Internal Audit Report, it was agreed to adopt the recommendations. Clerk to implement. Mrs Fowler agreed to provide a previous

13<sup>th</sup> July 2022

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version of the Risk Register for updating. It was agreed to minute the Clerk's appointment and responsibility as RFO to close the audit point in that regard. The Clerk also updated on the Notice of Public Rights which was published on 30 June and runs until 11 August.

**11.4 Changes of bank signatories**

A letter was approved and signed to update bank signatories and the address for bank statements. Clerk to submit necessary forms

**12. Agenda Items for next meeting**

The Emergency Plan will be added to the agenda for the next meeting, plus the defibrillators and dog waste bins.

The meeting closed at 8.30 pm

To be signed by the Chair at the next meeting (Thursday 11<sup>th</sup> August 2022):

The minutes reflect an accurate record of events subject to any amendments listed below.

Signed:

Print Name:

Date:

Amendments:

Produced by:

**Helen Chadwick**, Clerk

hatchbeauchamp.pc@gmail.com

13<sup>th</sup> July 2022

Signed: ..... Dated.....