



Hutton Parish Council

Incorporating Elborough Village, Woodside and Foxglove Meadows

Bruce Poole BA (Hons) FSLCC MMC

Locum Parish Clerk

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Public Participation

The Chairman welcomed four potential candidates for co-option namely Sue Felts Andrew Sills Louise Eddins and Barry Swann. They were asked as to why they wished to join the Parish Council and their links to the village. At the completion of the brief presentations they were thanked by the Chairman.

MINUTES

Minutes of a Meeting of Hutton Parish Council held in the **Legion Room Hutton Village Hall** commencing at **7.00 p.m. on Monday 22nd May** when the following business was transacted.

23.18 To receive and accept any Apologies for Absence.

Cllr. Terry Porter (Family)

The Chairman sought permission from the meeting to bring forward item 23.24.3 – Agreed.

23.24.3 To co-op new Councillors.

Resolved that Sue Felts Andrew Sills Louise Eddins and Barry Swann be so co-opted.

Each of the Co-opted persons then made their individual Declarations of Office

23.19 Declarations of interest regarding any item on the agenda in accordance with the Council's Code of Conduct.

None

23.20 To approve the Minutes of the Parish Council meeting held on Thursday 3rd April 2023.

Resolved to take as read the recently circulated **Minutes of the Parish Council Meeting held on Monday 3rd April 2023** approved as being a correct record and signed as such by the Chairman

23.21 Matters for information purposes only.

23.22 Chairman's announcements

Annual Parish Meeting – 27th June 2023 to be held in the Village Hall

23.23 Planning

Nothing current.

23.24 Resolutions

1. To receive a Financial Statement (unaudited) for the year ending 31st March 2023

(a) To receive the Internal Auditor's Report and note its contents.

(b) To approve the Annual Governance Statement (Section 1)

(c) To approve the Accounting Statements (Section 2)

(d) To set the commencement date for the exercise of public rights.

The Clerk gave an update on the current position with the reconstruction of the 2022-23 Accounts which was (a) they are nearing completion (b) they will need to be internally audited and thereafter (c) submitted to the External Auditor. On this latter point they are required to be submitted no later than the 30th of June and it is highly likely that date will be missed and therefore an extension will need to be sought. **Noted**

2. To discuss the appointment of a new Parish Clerk.

It was noted that the Clerk had previously circulated a Person Specification and a Job Specification.

Resolved that a Working Group consisting of Cllrs. Cuthbert Dutton and Sills be instigated.

3. To co-opt new Councillors

See above

23.25 Financial

a) Approval of the Schedule of Accounts for April/May 2023

Noted going forward that all invoices requiring payment will be listed on subsequent agendas.

23.26 Reports

a) Community Policing team.

b) District Councillors.

Nil reports

c) Parish Councillors

(i) Cllr. Felts

Referred to the "Garage Site" and asked when any development was likely to take place.

(ii) Cllr. Dunkley

Advised that some flower barrels at Elborough appeared to have been vandalised and had subsequently been repaired.

(iii) Cllr. Cuthbert

Notified the meeting of the problems being experienced by a local resident in relation to kerb side rubbish collections. She had followed up on the problem and hopefully the problem will not repeat itself.

Good but slow progress was being made with the tidying up of the Village Hall environs.

(iv) Cllr. Addins

Asked who looked after various social media platforms for the village. It was agreed that some investigation into social media platforms for the village was needed. Working Group to comprise of Cllrs Addins Dutton Groom and the Editor Ella.

(v) Cllr Groom

Provided a verbal update on the recently received report on the Scout Headquarters and the scouting activities that had taken place over the weekend at the Quarry.

(vi) Cllr. Dutton

Hutton Festival Meeting is taking place on the 6th of June.

d) Clerk

Advised the meeting of a query raised by an allotment holder which had subsequently been resolved. He also gave an update on the progress being made in the office with regard to filing and the clearing out of unwanted paperwork.

23.27 Correspondence

1. North Somerset Planning Applications

2. HM Revenue & Customs

Payment made

3. British Telecomm

Backdated invoices have now been received.

23.28 Date time and place for next meeting – Annual Parish Meeting – Tuesday 27th June - Parish Council Meeting – Monday 3rd July 2023

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