

# BRIDGHAM PARISH COUNCIL

**MINUTES** of the Parish Council Meeting held on Monday 20 November 2023 commencing 7.30 pm at Bridgham & Roudham David O'Neale Memorial Village Hall.

**Councillors Present:** Cllr P Graham (Chair), Cllr D Gilks, Cllr G Sharpe, Cllr R Wright

**In attendance:** Sara Campbell (Locum Clerk) Cllr J Youngs (by Zoom) and 1 members of the public

1. **To consider accepting apologies for absence:**  
Cllr J Youngs
2. **To approve the minutes of the Parish Council Meeting held on 16 October 2023**  
The minutes of the Parish Council Meeting held on 16 October 2023 (pages 1-4 of 4) previously circulated to all members, were unanimously agreed and signed by the chair.
3. **To receive declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests:**  
None
4. **To receive questions or comments from the parishioners:**  
None
5. **To receive the reports from the District & County Councillors:**  
None.
6. **To receive Clerk's report:**  
Nothing to report this month
7. **To receive and consider updates on the following projects and initiatives:**
  - 7.1. **Playing Field Noticeboard** - the board is in place but waiting for confirmation of sponsorship – **Cllr Wright**.
  - 7.2. **Other Village Hall Projects** - None remove from Agenda.
  - 7.3. **Re-development of Timber Hill Corner (memorial to the late Queen)**  
**On hold at present.**
8. **Consider any small projects in the Parish that could be undertaken:**
  - 8.1. **Creating a book swap**  
The Clerk provided 3 options for possible sheds, ranging in price from £279.00 to £120.00. It was unanimously agreed that the

£120.00 shed from diy.com met the requirements for the book swap. **Clerk to order**

**8.2. Development of play area**

Cllr Sharpe provide the Council with a rough drawing for consideration to redevelop the playing field to accommodate the Football Club, play area and dog area. Councillors agreed that there are lots of possibilities to improve this area for the enjoyment of all the parish. **The Clerk suggested seeking professional advice.**

**Clerk to check the insurance for the play area and ownership of the playing field land.**

**9. To review the recent ROSPA Inspection of the play equipment and agree any remedial actions:**

**Cllr Wright** to investigate and consider.

The Clerk asked if there are weekly inspections made of the play equipment? Councillors were unsure. **Clerk to investigate.**

**10. To approve the procedure for the use of pink chalk spray to mark dog mess around the village:**

It was agreed to trial this at the playing field, **Clerk will ask that any dog mess found is sprayed and the Council notified, any dog mess will be collected the following weekend.**

**11. To receive an update on the Barclays Bank Mandate changes:**

Confirmation of the changes has been received.

**12. PLANNING:**

**12.1. To Comment on any Current planning applications:**

None

**12.2. To receive an update on any previous planning applications:**

None.

**13. FINANCE**

**13.1. Approval of payments to be made**

**Payments (C)**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	Npower	Electricity – September	235.87	11.23	
Online	Royal British Legion	Poppy Wreath	20.00		
Online	Sara Campbell	Salary & Expenses 1/6/23-30/11/23	1,113.00		264.00
		<b>TOTAL £</b>	<b>1,368.87</b>	<b>11.23</b>	<b>264.00</b>

Unanimously approved.

### 13.2. Receipts (B)

Date	Account	Received From	Amount
<b>TOTAL £</b>			<b>0.00</b>

### 13.3. Responsible Finance Officer's Report:

Details	CR	DR	
Cash Book Balances Brought Forward <b>Community Account</b> <b>Unity Account</b> <b>TOTAL A</b>	1,550.50 5,609.19 <b>7,159.69</b>		
Receipts this month (Community Account & Unity Account ) (listed above): <b>B</b>	0.00		
Payments this month (Unity & Community) (listed above): <b>C</b>		1,368.87	
Cash Book Balance Carried Forward (=A+B-C-D) <b>Community &amp; Unity Account Balances</b>			<b>5,790.82</b>
<b>Premium Account Balance £2,286.36</b>			<b>2,286.36</b>
<b>Less Reserves (inc. Earmarked)</b>			<b>4,587.37</b>
<b>TOTAL FUNDS AVAILABLE TO SPEND</b>			<b>3,489.81</b>

**14. To receive an update on correspondence received:**

None.

**15. To receive items for the next Agenda:**

To install a defibrillator.

**16. To agree the proposed time and date of the next parish council meeting:**

The next meeting of the Council will be held on Monday 15 January 2024

**17. Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of 19. for the Council to discuss staffing matters.**

**18. To approve the contract details for the Parish Clerk.**

Contract approved subject to the pension amendment.

**19. To approve the payment of the Clerks' salary from 1<sup>st</sup> June – to date.**  
Approved.

Meeting Closed at 20:37 pm

DRAFT