

# BRIDGHAM PARISH COUNCIL

**MINUTES** of the Parish Council Meeting held on Monday 10 July 2023 commencing 7.30 pm at Bridgham & Roudham David O'Neale Memorial Village Hall.

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

**In attendance:** Sara Campbell (Locum Clerk) and 2 members of the public

**1. To consider accepting apologies for absence:**

None

**2. To approve the minutes of the Parish Council Meeting held on 12 June 2023**

The minutes of the Parish Council Meeting held on 12 June 2023 (pages 1-4 of 4) previously circulated to all members, were unanimously agreed and signed by the chair.

**3. To co-opt candidates to the remaining two Councillor vacancies:**

First vacancy – nominee Jacqui Youngs.

The Council unanimously agreed that Jacqui Youngs join the Council. Cllr Youngs signed a Declaration of Acceptance of Office and joined the meeting.

Second vacancy – nominee Debbie Gilks.

The Council unanimously agreed that Debbie Gilks join the Council. Cllr Gilks signed a Declaration of Acceptance of Office and joined the meeting.

**4. To receive declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests:**

None

**5. To receive questions or comments from the parishioners:**

A member of the public talked to the Council regarding the Camp Farm variation of conditions planning application, following a comprehensive update regarding the process, they asked the Council to consider these issues when responding to the application:

- The increase of vehicles which will pass through the village
- The smell that will drift into the village
- Light pollution

**6. To receive the reports from the District & County Councillors:**

District Cllr Nunn assured the Council and public that the Camp Farm application will go to Planning Committee for determination.

**7. To receive Clerk's report:**

The Clerk brought the following issues to the attention of the Council:

- The 2024/25 Parish Partnership Scheme

**8. To receive and consider updates on the following projects and initiatives:**

**8.1. Playing Field Noticeboard** - Cllr Wright to liaise with sponsor.

**8.2. Other Village Hall Projects**

There has been another issue with the electrics, it is proving difficult to locate the source. If the electrics trip again Cllr Graham needs to know what electrical equipment was being used at the time.

**8.3. Re-development of Timber Hill Corner (memorial to the late Queen)**

The quotes received are in the region of £2,000 to shingle. It was agreed to postpone this and consider when setting the budget for next year. Cllr Sharpe and Cllr Youngs agreed to trim and keep the area tidy.

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

Cllr Sharpe and Cllr Graham proposed that the Council purchase "bolt caps", unanimously agreed. Councillors to review the report for further consideration.

**10. To receive an update on the Barclays Bank Mandate and Unity Bank Mandate for change of signatories**

Ongoing, still waiting for changes to be confirmed.

**11. Planning Issues:**

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

**3PL/2023/0081/VAR**

**Location:** Camp Farm NR16 2RL

**Proposal:** Variation of conditions 2, 3, 7, 8, 10 & 11 on pp 3PL/2015/1262/F - increase to 5 no. digesters

**Council Comment:** After lengthy discussion it was agreed to comment the main concerns as follows:

1. Smells emanating from the digester.
2. Light pollution caused by the lighting of the site.
3. Capacity of the physical infrastructure to cope with the water and the digestate.
4. The impact on the wildlife due to the lighting of flares.
5. Storage and handling of hazardous materials and possible development of contaminated land.
6. The increase in traffic through the village of Bridgham, whilst it is not an intended route, in reality it is likely to become a "cut-through" on a road designated as a "Quiet Lane".

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

None

## 12. FINANCE

### 12.1. Approval of payments to be made

#### Payments (C)

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	Npower	Electricity - June	134.90	6.42	
Online	ClearScape	Mowing & Strimming Invoices 1505, 1513	390.00		
Online	Steve Jackman	Website Development	135.00		
Online	NPTS	Locum Clerk April/May	279.55		
Online	Robin Goreham	Internal Audit	60.00		
		<b>TOTAL £</b>	<b>999.45</b>	<b>6.42</b>	

Proposed Cllr Graham, seconded Cllr Sharpe and unanimously approved.

#### 12.2. Receipts (B)

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

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

Details	CR	DR	
Cash Book Balances Brought Forward			
<b>Community Account</b>	1,959.37		
<b>Unity Account</b>	3,252.86		
<b>TOTAL A</b>	<b>5,212.23</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>		999.45	
Cash Book Balance Carried Forward (=A+B-C-D)			
<b>Community &amp; Unity Account Balances</b>			<b>4,212.48</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>

Details	CR	DR	
<b>TOTAL FUNDS AVAILABLE TO SPEND</b>			<b>1,911.47</b>

**12.4. To consider the Internal Auditor's report for year ending 31 March 2023:**

The Clerk read the report to the Council, it was unanimously agreed to accept the report.

**12.5. To agree the accounts for year ending 31 March 2023:**

Unanimously agreed.

**12.6. To consider whether to exempt from an external audit and if so to authorise the Clerk and Chairman to sign the form:**

Councillors agreed unanimously to accept the report and Cllr Graham and the Clerk signed the form.

**12.7. To approve and sign Section 1 – Annual Governance Statements 2022/23**

The Clerk read the Governance Statements 1-8 in Section 1 – Page 4 of 6 of the AGAR, the Council responded YES to each statement and confirmed the statement relating to the Council being a Sole Managing Trustee was not applicable. The Clerk and the Chair duly signed the statement.

**12.8. To approve and sign Section 2 – Accounting Statements 2022/23**

The Clerk read and explained the figures in the Accounting Statements 2022/23 in Section 2 – Page 5 of 6 of the AGAR – The Chair signed to approve the Accounting Statements

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

None.

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

Add to the Agenda to consider WCT, dates and costs. Please submit any further items for discussion at the next meeting to the Clerk.

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

The next meeting of the Council will be held on Monday 11<sup>th</sup> September at 7.30 pm.

Meeting Closed at 20:45 pm