Huish Episcopi Parish Council
Clerk: Julie Ferguson
Tel: 07365 293954 **E-mail**: clerk@huishepiscopiparishcouncil.org.uk

Notice of the Annual Parish Council Meeting

Monday 20 May 2024 commencing at 7.00PM

Huish Episcopi Primary School, North Street, Langport TA10 9RW

All members of Huish Episcopi Parish Council are summoned to attend:

Cllr Robert Crumb
Cllr Barry Horsgood
Cllr Jane Redfearn – Chair
Cllr Julia Gadd – Vice Chair
Cllr Graham Lock
Cllr Val Saunders
Cllr Arwyn Harris
Cllr Peter Porter
Cllr John Wood

Julie Ferguson

Julie Ferguson – Huish Episcopi Parish Clerk
14 May 2024

Equality Act 2010
Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Gender Equality, Crime & Disorder, Biodiversity, Health & Safety and Human Rights.

Recording of Council Meetings
The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e., clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

Huish Episcopi Parish Council will be discussing all the items listed on the Agenda:

The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

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PUBLIC COMMENT (15 minutes)

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

OUTSIDE REPORTS FROM REPRESENTATIVES

- **Somerset Councillors (SCllrs)**

AGENDA

24/1 ELECTION OF CHAIR – Sign Declaration of Acceptance of Office.

24/2 APOLOGIES FOR ABSENCE (LGA 1972 s85(1)).

24/3 DECLARATIONS OF INTEREST Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

24/4 ELECTION OF VICE CHAIR – Sign Declaration of Acceptance of Office.

24/5 MINUTES OF PREVIOUS MEETINGS

To **APPROVE** and sign the minutes of the parish council meeting held on 18 March 24 (LGA 1972 sch12,para41(1)).

24/6 MATTERS TO REPORT FROM A PREVIOUS MEETING

a. Defibrillator's Report

24/7 CLERK'S REPORT

a. **.**gov.uk domain and PC email report
b. Lengthsmans report
c. SC Rights of Way Correspondence
d. Allotments report

24/8 PLANNING – Decisions REPORT.

24/9 PLANNING – None.

24/10 FINANCE – To **NOTE** April 24 receipts, to include the annual PRECEPT payment:

Payee	**Particulars**		**Amount**
ALLOTMENT	FEE	£	48.00
SOMERSET COUNCIL	PRECEPT	£	88,200.00
TOTAL	**Apr-24**	**£**	**88,248.00**

24/11 FINANCE – To **REPORT** April 24 payments.

Invoice	**Payee**	**Particulars**		**Amount**
1	STAFF	SALARY (APR24)	£	930.43
2	TIMEBACK ACCOUNTS	INV 6544	£	6.00
3	L & HE MEMORIAL FIELD CTTEE	ANNUAL GRANT	£	8,500.00
3	L & H YOUTH GROUP	ANNUAL GRANT	£	9,000.00
	TOTAL	**Apr-24**	**£**	**18,436.43**

24/12 FINANCE – To **APPROVE** May 24 payment schedule.

Invoice	Payee	Particulars	Amount
1	STAFF	SALARY (MAY24)	TBC
2	TIMEBACK ACCOUNTS	INV 6581 (PAYROLL & YR END)	£ 14.00
3	CLEAR INSURANCE MANAGEMENT LTD	ANNUAL INSURANCE	£ 758.09
4	SOMERSET FORGE LTD	FINGERPOST REFURBISHMENT	£ 1,098.00
5	LANGPORT TOWN COUNCIL	CYCLEWAY CONTRIBUTION	£ 1,000.00
6	PINNACLE ACCOUNTANCY LTD	INTERNAL AUDIT FEE	TBC
	TOTAL	**May-23**	**£ 2,870.09**

24/13 FINANCE – To **APPROVE** the 2023-24 year end Cashbook/Bank Reconciliation and **NOTE** Budget summary.

HUISH EPISCOPI PARISH COUNCIL

Receipts and Payments Summary for the year ending 31st March 2024

	Last Year	This Year	This Year	This Year	This Year
RECEIPTS	**2022/23**	**2023-24**	**Allocated budget**	**Budget remaining**	**Budget remaining (%)**
Precept	£ 64,890.00	£ 73,325.00	£ 64,890.00		
Deposit Interest	£ 942.28	£ 3,851.11	£ 10.00		
Allotment Rent	£ 1,202.00	£ 1,736.00	£ 1,296.00		
FBTA/Wayleave/Academy	£ 4,208.69	£ 3,097.92	£ 4,369.24		
VAT refund	£ 1,478.30	£ 1,686.10	£ -		
Other receipts	£ -	£ 48.00	£ -		
Donations	£ -	£ -	£ -		
TOTAL RECEIPTS	**£ 72,721.27**	£ 83,744.13	£ 70,565.24		
PAYMENTS					
Clerks Salary (GROSS)	£ 7,321.82	£ 11,243.01	£ 9,500.00	-£ 1,743.01	-18%
Expenses	£ 700.47	£ 676.35	£ 1,000.00	£ 323.65	32%
Payroll	£ 68.00	£ 127.50	£ 90.00	-£ 37.50	-42%
Admin General	£ 5,707.00	£ 1,246.18	£ 1,100.00	-£ 146.18	-13%
Audit	£ 655.00	£ 455.00	£ 800.00	£ 345.00	43%
Maintenance & allotments	£ 244.96	£ 607.96	£ 2,500.00	£ 1,892.04	76%
Ranger	£ 6,025.70	£ 8,812.61	£ 5,000.00	-£ 3,812.61	-76%
Insurance	£ 667.45	£ 707.83	£ 735.00	£ 27.17	4%
Car park rates	£ 1,721.55	£ 555.00	£ 2,000.00	£ 1,445.00	72%
Subs	£ 744.66	£ 913.49	£ 1,000.00	£ 86.51	9%
Training	£ 75.00	£ -	£ 500.00	£ 500.00	100%
Special projects	£ 1,780.89	£ 1,320.00	£ 5,000.00	£ 3,680.00	74%
Grants & donations	£ 21,509.50	£ 14,087.10	£ 15,000.00	£ 912.90	6%
Grant (Youth Club)		£ 8,000.00	£ 7,750.00	-£ 250.00	-3%
Grant (Memorial Field)		£ 8,500.00	£ 8,250.00	-£ 250.00	-3%
War memorial & car park	£ 1,100.00	£ -	£ 1,000.00	£ 1,000.00	100%
Trees (Memorial Field)		£ 3,640.00	£ 2,500.00	-£ 1,140.00	-46%
Bus shelter	£ 165.00	£ 135.00	£ 500.00	£ 365.00	73%
Litter pick	£ 63.90	£ -	£ 100.00	£ 100.00	100%
H-c-L PCC	£ 1,750.00	£ 1,750.00	£ 2,000.00	£ 250.00	13%
RESERVES (Changing Room)			£ 2,000.00	£ 2,000.00	100%
RESERVES (General - FinancePolicy)			£ 5,000.00	£ 5,000.00	100%
Election,Cycleway (Removed in23-24)	£ 1,561.07				
VAT incurred on payments in year	£ 1,771.38	£ 1,891.75			
TOTAL PAYMENTS	**£ 53,633.35**	**£ 64,668.78**	**£ 73,325.00**	**£ 8,656.22**	
Excess of Receipts over Payments		£ 19,075.35			
plus balances b/fwd		£ 164,644.03			
Balances c/fwd	£164,644.03	£ 183,719.38	**CASHBOOK TOTAL**		
RECONCILIATION					
Date: 31 Mar 24					
Unity Trust Instant Access		**£ 120,620.93**			
Unity Trust Current Account		**£ 11,755.14**			
Nationwide Business Saver		**£ 51,343.31**			
Total balances at bank	-	£ 183,719.38	**BANK TOTAL FROM STATEMENTS**		

24/14 FINANCE – To **APPROVE** the Clerks annual contractual SCP increase.

24/15 FINANCE – To **APPROVE** a grant request from Langport Transport Group (LTG) for £1000.

A Strategic Outline Business Case (SOBC) for a new railway station was completed and submitted in March 2022. Two years on we have not received a decision from the DfT despite the matter being raised at Prime Minister's Questions by Sarah Dyke MP. Together with Sarah we have lobbied the DfT, the Secretary of State for Transport Mark Harper and the Rail Minister Huw Merriman. We now need to complete a two-fold study, firstly to develop a train service plan to enable a new station for Langport & Somerton to be served, contributing to wider connectivity across the wider Somerset and regional network. Secondly to develop a plan of the Land Value Capture opportunities around the proposed new station site in Somerton enabling future funding contributions towards new station costs of £15m.

The opportunity is there for a new station and service on the existing working railway line to restore lost rail connections to the towns of Langport and Somerton and their surrounding communities. This would open up rail connections not only with the county town of Taunton but with other stations on the GWR network including Exeter, Bristol and London as well as with interchange to other rail lines at Castle Cary, Westbury and Reading.

Re-opening a local rail station in the area is consistent with local policies as part of a wider community transport project in the South West of England.

A new station would offer existing road users the option of travelling directly by rail to their destination, reducing road traffic congestion, journey times, emissions, noise levels and accidents. The greatest benefits would be from long distance travel to places such as Bristol, Exeter and London, avoiding either a road journey to the nearest station or making the entire journey by car.

It would also create new journey opportunities, allowing local residents without access to a car to travel to Taunton, Castle Cary and further afield for work, shopping and leisure. Like Castle Cary and Templecombe, a station at Langport or Somerton is expected to attract mostly business, shopping and leisure trips.

This project will enhance the already submitted SOBC and will assist the Langport Transport Group and its partners to develop train service options, which were not included in the original SOBC. It will also identify funding options to support the building of this station such as, but not limited to, identifying housing developments and Land Value Capture.

24/16 FINANCE – To **APPROVE** a grant request from Langport & Huish Senior Citizens Club for £750

Funds to be used to bolster club funds to ensure that we have sufficient funding for our 2024/2025 activities that include our guest speakers/entertainers, coach outings and the Christmas lunch. Plus day to day expenses including room rent and insurances.
The club has 64 paid up members who enjoy meeting every month when they might not otherwise see many people providing entertainment and our well supported coach outings.

24/17 AUDIT – To **NOTE** the Annual Internal Audit Report and consider any recommendations.

24/18 FINANCE – To **APPROVE** AGAR Section 1 – Annual Governance Statement.

24/19 FINANCE – To **APPROVE** AGAR Section 2 – Accounting Statements.

24/20 FINANCE – To **ANNOUNCE** and **NOTE** the period for the exercise of public rights – Monday 3 June 24 to Friday 12 July 24 and publication on HEPC website on 21st May 24.

24/21 GOVERNANCE - To **REVIEW** and **ADOPT** the council's documents and policies:

a. STANDING ORDERS
b. FINANCIAL REGULATIONS (UPDATED)
c. CODE OF CONDUCT
d. FOI POLICY
e. PUBLICATON SCHEME
f. DATA PROTECTION POLICY
g. DOCUMENT RETENTION POLICY
h. SOCIAL MEDIA POLICY
i. TRAINING POLICY
j. COMPLAINTS POLICY
k. FLYING FLAGS POLICY
l. DIGNITY AT WORK POLICY
m. GRIEVANCE POLICY

24/22 APPOINTMENT OF COMMITTEE MEMBERS, COUNCILLOR ROLES AND RESPONSIBILITIES

Joint Councils Committee (JCC)
Finance Working Group
Staffing
Land Management (including Lengthsman)
Development Control Planning
Memorial Field
Allotment and Inspection Liaison
Abattoir Liaison
Environment Champion
Footpaths
Langport and Huish Episcopi Youth Group
Annie Tite Fund
LTC Tourism and Marketing Committee
War Memorial
SpeedWatch/SID
Neighbourhood Plan & Community Plan
Bus Champion

24/23 REPORTS – To receive reports:

a. Committees
b. Working Parties
c. Parish Councillors

24/24 ITEMS FOR THE NEXT AGENDA

24/25 DATE OF THE NEXT MEETING – Monday 17 June 2024 at 7.00pm, Huish Epsicopi Primary School, Langport, TA10 9RW. All agenda items to be notified to the clerk by Wed 5 June 2024.

END OF AGENDA