

Date of Meeting:	12 th Nov 2020	Time:	7:30pm
Location of Meeting:	Zoom virtual meeting		
Present:	Cllr. John Vassalli, Cllr. R. Leighton, Cllr. N. Smith, Cllr. J. Johnstone		
In Attendance:	Tammy Weeks (Clerk), Cllr. A. Bown, Cllr. G. Slocombe, Cllr. R. Lilley, Cllr. I. Dyer, Cllr. B. Bolt, Rev. Lane, 1 member of public		
Apologies:	Cllr. M. Caswell, Cllr. N. Myers		

Ref:	Topic of Discussion
30-20/21	Public Question Time
	None
31-20/21	Declarations of Interest
	No Declarations of Interest were declared.
32-20/21	Minutes of Last Meeting
	Minutes were approved as a true and accurate record of the meeting. All agreed.
33-20/21	Matters Arising
Interment Fees	<p>The Chair explained the reason for Rev Lane attending; It has been raised by Bridgwater Funeral Directors that fees for the interment of Durleigh residents are doubled. The current standard fee at Bridgwater Cemeteries for the burial of an adult or child is £357, and £160 to put cremated remains in garden of rest.</p> <p>Due to the boundary, Durleigh falls outside of the area of Bridgwater where the standard fee applies, and as there is no space for internment within Durleigh, there is no choice than to pay double fees. This could be significant for low income families. Demographics have been obtained by the Clerk from Sedgemoor District Council to give an idea of the income and age of the residents of Durleigh to gauge the impact of this. Unfortunately, these could not be detailed at the meeting as the Clerk did not have a stable connection and could not be clearly heard on the Zoom meeting.</p> <p>Rev Lane contributed to the discussion. He explained that church parish boundaries are not same as civic parish boundaries. For Durleigh this does mean that the boundary is slightly different. People who live within a church parish boundary are entitled to be buried in their local church. However, Durleigh church grave yard is full, declared legally and technically full many years ago. The maintenance & responsibility of the closed grave yard now lies with Sedgemoor DC. On rare occasions they do trim hedges and other odd things, but volunteers work in the interim to keep the graveyard looking tidy. Being declared 'full' means there cannot be any new full burials, unless a they are being placed with a relative into the same double grave. However, a small portion of the graveyard has been reserved for the continual burial of ashes, reserved for those in the parish. Rev. Lane explained that the cost of burial of ashes is set by the central church authorities and is currently £165, of which the majority goes to the local church and a small percentage to the central church.</p> <p>Cllr. Slocombe explained that double fees for non-Bridgwater residents (those lying outside the boundary of the Town Council) has been in place for many years, originally set by Sedgemoor District Council and subsequently taken over by Bridgwater Town Council. The consensus is that Bridgwater people pay more on their rates and due to this only have to pay the standard fee. It is also the responsibility of each parish to make provision for burials and for this reason the double fees are in place, to give priority to residents in the area.</p> <p>Cllr. Slocombe also said that the boundary issue has been discussed with undertakers and the hope is that when boundaries are re-examined in next the 18 months (approx.) that boundaries will be extended.</p>

	<p>Rev Lane and Cllr. Smith asked whether the need for extra land, as Bridgwater expands, has been considered and how it works putting aside extra land. Cllr. Slocombe explained that there is 1 field maintained adjacent to the cemetery to expand into. The amount of extra space required is the decision of Bridgwater Town Council, not Sedgemoor DC, and they feel this is sufficient.</p> <p>The Chair put forward that a possible solution was to provide support for families for whom the double fees would pose a hardship. To discuss further at finance subcommittee and bring back to next meeting.</p>												
Standards Matter 2	Response to STANDARDS MATTER 2: Public Consultation and Public Sector Surveys. Clerk's connection was poor and unable to be heard. Therefore, this item was not discussed.												
Defibrillator	The Chair explained that the Clerk had continued to communicate with Wessex Water who have agreed to site a defibrillator in their boundary, but we will need to take on the continued running costs for example annual maintenance. To progress further, Wessex Water need a response to say we are happy to look at a written agreement. Councillors are generally happy to pursue this avenue, but also need to give thought to other possible locations in the parish if this cannot be progressed or for siting additional AEDs in future.												
Bulbs	The Chair explained that we have been offered bulbs for planting in public view in the parish. These have been, in the past, distributed between residents with open plan front gardens etc. Due to the current situation, volunteers needed to take/distribute/plant the bulbs if we accept offer. All Councillors in agreement and happy to accept share of bulbs to distribute/plant.												
34-20/21	Chairman's Comments												
	<p>The Chair introduced Margaret Mead attending as a member of the public and proposed that she joins as Councillor. Margaret Mead is happy to take position. Seconded by Cllr Johnstone, Cllr. Smith also in agreement.</p> <p>The Chair expressed that it is difficult and stressful times for all, and for this reason nobody expects councillors to be answering queries immediately, and we need to be considerate of that.</p>												
35-20/21	Financial Matters												
8.1 8.2	<p>Due to the poor internet connection and not able to be heard, the Clerk was unable to give the usual update on the current financial position. However, Finance Reports had been circulated to the councillors in advance of the meeting, so the Chair was able to pick out the highlights of this.</p> <p>The Bank balance at 7 Oct 2020 was £13,948.73.</p> <p>Expenditure since the last bank statement was detailed:</p> <p>Total Expenditure since £415.32</p>												
8.3	<table border="1"> <thead> <tr> <th>Date:</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>15/10/20</td> <td>SDC Bin Emptying</td> <td>£97.66</td> </tr> <tr> <td>28/10/20</td> <td>SALC - Accessible Documents Training</td> <td>£30.00</td> </tr> <tr> <td>30/10/20</td> <td>Clerk Salary</td> <td>£ 287.66</td> </tr> </tbody> </table>	Date:	Description	Amount	15/10/20	SDC Bin Emptying	£97.66	28/10/20	SALC - Accessible Documents Training	£30.00	30/10/20	Clerk Salary	£ 287.66
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8.4	<p>Expenditure yet to be paid was detailed (below).</p> <p>Expenditure to be approved:</p> <p>Clerk's Overtime £95.20</p>												

8.5	<p>The Chair explained the hours worked are always in excess of the hours contracted. Although some of this extra time can be contributed to the coronavirus pandemic, not all can. It is felt that there is additional work that is now undertaken that should be recognised as a permanent increase of hours. Other Parish Councils are having the same problem, and some are having to take on additional staff. The Chair further stated that they were pleased to have a thoroughly conscientious and professional clerk, and in the last 15 months new and additional policies & procedures have been implemented, as well as work to ensure that the website is actively maintained. The Chair proposed that current 5 hours per week are increased to 6 hours per week to reflect the ongoing extra work being undertaken.</p> <p>The Chair Stated that post Covid, the need for any overtime will be reviewed/authorised as and when required.</p> <p>The Chair also explained that other Clerks and local government workers receive annual incremental increases which should be applied.</p> <p>There was also a national increase to the amount paid to Clerks for working at home allowance; from £18 per month to £26. In line with the additional hours being undertaken and the increase in costs of electricity etc., the Chair recommended that we adopt the national rate.</p> <p>Increase hours, increment rise and working from home allowance can be increased from 1st Nov.</p> <p>Proposed by Cllr. Vassalli, seconded by Cllr. Leighton. All in Agreement.</p> <p>Date for Finance Sub Group to meet – Clerk to arrange date via email.</p>
36-20/21	Planning Matters
Items for Discussion:	
- None	
Items for Update:	
23/19/00002	Land to south of Quantock Road – major development by Persimmon – still under consideration, earliest decision date 21/01/2020.
51/19/00003/DD	Land at Cokerhurst Farm south of Wembdon Hill and north of Quantock Road - major development.
23/19/00011	Queenswood Reservoir – amendments to plan - permission granted.
23/20/00008	1 Pyrland Walk – Erect single storey extension, garage & porch. New Vehicular access, move boundary wall – permission granted. No objections from Highways but suggested that should be agreement in place with Sedgemoor.
23/20/00005	West Bower Manor, West Bower Lane - Restore existing pond to include regrade to create 18% incline on banks – permission granted.
23/20/00007	Mulberry House, Rhode Lane – change of use of land and erection of shed – permission granted.
23/20/00003 & 00006	23 Luxborough Road – extension & work to trees – permission granted
23/20/00009	BT poles - not for discussion – permitted development, for information only. Cllr. Leighton stated that the new poles are already in place.
37-20/21	Items from Previous Agendas for Update
Highways & traffic:	Skimmerton Lane – No update from Highways at present.

Footpaths:	No Update
Millenium Bench:	No Update
Other:	None
38-20/21	Meetings Attended
Accessible documents training	Clerk attended this online training. Update to be given at next meeting as unable to do so at this meeting.
Bridgwater Town Fund	<p>Attended by the Chair remotely. Invited as a parish that adjoins Bridgwater town. Only 3 attended, which gave the Chair ample opportunity to speak and he has been invited to a team meeting on Monday to hear more. The Chair circulated a map of 'intervention area' prior to the meeting, which includes virtually all of Durleigh. The Chair explained that we could possibly make use of a strand called 'accessibility and movement' – about transport, cycles, cycleway and pedestrian access. The resurfacing of Queenswood lane could possibly be included in the town fund. The Chair will suggest this for consideration at Monday's meeting.</p> <p>Cllr. Leighton stated that he supports this idea as it will connect the community. He noted that as a result of Covid, there has been a marked increase of cycling in the area and hopes this will continue.</p> <p>Cllr Slocombe stated that she sits on the board for this and said that bids must be in by end of December.</p> <p>All Councillors in agreement to see if this can be pursued further.</p>
39-20/21	Items for Next Agenda
	None
40-20/21	Any Other Business
	None
41-20/21	Date & Venue of Next Meeting
Date / Time:	14 th January 2021, remote meeting via Zoom.
Venue:	<p>The decision was made that the January meeting will again be held remotely via Zoom, but we will contact Westfield Church to request provisional booking for the rest of the year, subject to cancellation is required due to Covid restrictions.</p> <p>Margaret Mead stated she will not attend physical meetings until vaccine in place, this view was shared by the Chair.</p> <p>Cllr. Bown ended the meeting by wishing everyone a happy & healthy Christmas!</p>

Meeting Closed at:	
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Minutes Signed by: **Date:**

(Chairman)