

**Minutes of Sampford Arundel Parish Council Meeting held Tuesday 1
September 2020 at 7.30 pm at the Parish Rooms,**

Present: Cllrs J Lloyd (Chairman), K Hill, R Milton, G Pike and M Sydenham
Alice Kendall – Parish Clerk

035.20 To confirm appointment of the new Parish Clerk
RESOLVED to confirm appointment of Alice Kendall as Parish Clerk.

036.20 Public Forum – matters of report
No members of the public were present.

037.20 Apologies for absence and approve reasons for absence
Apologies were received and accepted from Cllr Burgess. Cllr Brown was not in attendance; no apologies had been received.

038.20 Declarations of Interest, pecuniary or otherwise, in any agenda items
Cllr Lloyd declared a personal interest in payments to MTM IT as a customer of the company.

039.20 Approve and sign Minutes of the meeting held 4 August 2020
RESOLVED to approve and sign the minutes of the meeting held 4 August as a correct record.

040.20 Matters arising
The report submitted was noted.

041.20 Chair's Report
The Chairman reported the following the fatal accident the previous month, she had been in contact with the Police road safety unit and Somerset County Council. Members noted that flashing speed signs had now been installed and that the sign for the Beambridge Inn has also been altered.

It was also reported that the leader of the County Council is keen to implement a Unitary Authority for Somerset. However, the District Councils would like to see two Unitary Authorities created that will cover East Somerset and West Somerset. The Clerk and Chair will be attending a meeting next week with neighbouring Parishes hosted by Wellington Town Council to discuss what the transition will mean for Town and Parish Councils. It is understood that some services may be devolved down to smaller authorities.

042.20 Clerk's Report
The Clerk reported that she is continuing to work on the final accounts for 2019-20 and arranging for the audit to take place. All other matters were covered under Matters Arising.

043.20 Items to ratify from last meeting; approval to spend up to £520 for new computer equipment
RESOLVED to ratify the decision made at the last meeting. The Clerk confirmed that a new printer was not required so the spend will come in under the amount approved. Also, the sale of the old laptop will offset some of the cost.

044.20 Finance
To approve payments since the last meeting:
CHQ 000909 D Crow £327.00 Grass Cutting
CHQ 000910 MTMIT £459.98 New Computer and storage drive
CHQ 000911 Parish Hall £10 electric fees for defibrillator

CHQ 000912 SWT £100 election fees
CHQ 000913 Clerk's Net Salary August £187.38
CHQ 000914 Clerk's Net Salary September £187.38
Clerk's Mobile Phone £109.99 *
Phone Contract (unlimited calls and texts, 1GB data) £6/ month *
Office 365 £59.99 *

*These items to be purchased by Clerk and claimed through expenses. Prices include VAT which will be claimed back.

Resolved to approve payments to be made as above. It was noted that cheque number 000912 was cancelled and re-written on number 000915 as SWT are no longer accepting cheques at their offices. The invoice will have to be paid at the Post Office. The Clerk's September salary cheque was post dated to 30 September 2020.

- 045.20 To confirm bank account signatory changes**
RESOLVED to confirm bank signatory changes removing Sandra Newing-Griffiths from the mandate and adding Alice Kendall.
- 046.20 Clerk's salary and expenses**
RESOLVED to set the Clerk's salary at scale 20 (£13.51). A pension payment will also have to be made; the Clerk will bring this information to a later meeting as there is some set up is required with the pension's regulator.
- 047.20 Upcoming meeting dates for 2020**
3 November 2020 – budget prepared
1 December 2020 – Precept and budget
- 048.20 Matters of report**
Cllr Milton asked that a letter of thanks be sent to Mr Tucker for tidying up the hedges in the village after they were cut and left in an unsatisfactory state.

Cllr Hill asked about the allowed usage of the village Green. It was agreed that any use of the green is always at the users own risk. The possibility of signs being erected was discussed. The Clerk will investigate pricing and place the matter on the next agenda.

Cllr Sydenham informed the meeting that there had been reports of dog thefts in the area and warned that everyone should be aware. A van has been reported to the Police including a registration number.
- 049.20 Items for Next Agenda**
The Clerk asked that Cllrs submit any items they would like to see included in the new year's budget ready for the next meeting.

There being no further business, the meeting closed at 8.45 pm

Signed: