



## **BRUSHFORD PARISH COUNCIL**

### **MINUTES OF THE MEETING OF THE BRUSHFORD PARISH COUNCIL HELD ON TUESDAY, JUNE 10TH 2025**

#### **25/028 PRESENT**

The following took part in the meeting

Parish Councillors:	Councillor N. Prouse, Councillor F. Takel, Councillor S. Cookson, Councillor H. Albery, Councillor J. Sandiford
In Attendance :	Councillor S. Pugsley, Councillor F. Nicholson
Clerk :	J Aldridge
Public :	

#### **25/029 APOLOGIES FOR ABSENCE**

#### **25/030 DECLARATIONS OF INTEREST**

There were no declarations of interest made

#### **25/031 DEFERMENT OF BUSINESS**

None

## 25/032 APPROVAL OF MAY COUNCIL MEETING MINUTES

Approved by Councillor Takel and Seconded by Councillor Cookson

## 25/033 FINANCIAL REPORT

### 25/033/01 Year End Accounts

The Clerk presented the year end accounts for approval by the Parish Council prior to the annual audit by Amherst and Shapland as follows: They were duly approved by the Council

## ~Brushford Parish Council Annual Accounts 2024 - 2025

### Annual Expense

ANNUAL EXPENSE	YTD	%
<b>STAFF COSTS</b>	<b>£8,375.70</b>	<b>38.29%</b>
MAINTENANCE	£763.72	3.49%
GRANTS	£0.00	0.00%
SUBSCRIPTIONS	£368.35	1.68%
INSURANCE	£701.19	3.21%
ADVERTISING/WEB	£300.00	1.37%
MISC EXPENSE	£9,330.42	42.66%
RENT	£107.50	0.49%
DEFIBRILLATOR/BLEED KIT	£234.75	1.07%
TRAINING	£0.00	0.00%
GRASS CUTTING & GRITTING	£1,692.00	7.74%
<b>TOTAL OTHER COSTS</b>	<b>£13,497.93</b>	<b>61.71%</b>
<b>TOTAL</b>	<b>£21,873.63</b>	<b>100.00%</b>

## Annual Income

DATE	DEBTOR	AMOUNT	CUMULATIVE
1st April 2024	Brought forward from 2023/24	£51,447.15	£51,447.15
26th April 2024	Precept Part 1 & 2 BACS Payment	£21,000.00	£72,447.15
	LESS TOTAL EXPENSE	(£21,873.63)	
	BALANCE CARRIED FWD	£50,573.52	£50,573.52

Annual Expenditure by Month

MONTHLY EXPENSE	April	May	June	July	August	September	October	November	December	January	February	March	TOTAL
STAFF COSTS	£685.27	£641.17	£641.17	£821.17	£641.17	£641.17	£641.17	£641.17	£984.34	£679.30	£679.30	£679.30	£8,375.70
MAINTENANCE					£192.04		£446.88	£124.80					£763.72
GRANTS													£0.00
SUBSCRIPTIONS	£81.00					£171.35			£35.00			£81.00	£368.35
INSURANCE			£701.19										£701.19
WEB SITE				£120.00					£180.00				£300.00
MISC EXPENSE			£3,501.61		£233.15	£5,328.98		£12.60	£30.98		£179.00	£44.10	£9,330.42
RENT		£25.00				£13.75	£13.75	£13.75	£13.75	£13.75	13.75		£107.50
DEFIBRILLATOR/ BLEED KIT		£234.75											£234.75
TRAINING													£0.00
GRASS CUTTING & GRITTING	£90.00	£180.00	£180.00	£180.00	£572.00	£180.00	£90.00	£90.00	£100.00			£30.00	£1,692.00
TOTAL OTHER COSTS	£171.00	£439.75	£4,382.80	£300.00	£997.19	£5,694.08	£550.63	£241.15	£359.73	£13.75	£192.75	£155.10	£13,497.93
													£0.00
TOTAL	£856.27	£1,080.92	£5,023.97	£1,121.17	£1,638.36	£6,335.25	£1,191.80	£882.32	£1,344.07	£693.05	£872.05	£834.40	£21,873.63

BANK RECONCILIATION

Closing Balance as at April 1st 2025

£50,573.52

**YEAR END BALANCE**

**£50,573.52**

The accounts were approved, the Clerk will now proceed with the annual audit.

**25/03/02 Payment Authorisation**

The following June payments were approved, the Clerk will now make the BACS payments:

**PAYMENT AUTHORISATION : JUNE 10TH. 2025**

PAYEE	INVOICE NO.	EXPENSE	NET	VAT	GROSS	CHEQUE NUMBER
Amherst & Shapland		Staff Wages	£664.30		£664.30	
		Amherst & Shapland monthly fee	£12.50	£2.50	£15.00	
		<b>Total Staff Wages and Administration</b>	<b>£676.80</b>	<b>£2.50</b>	<b>£679.30</b>	
Mr P Takel		<b>Grass Cutting JG &amp; Strimming at Bus Stop</b>	<b>£130.00</b>		<b>£130.00</b>	
Brushford Parish Hall CIO	BPH2025- 0546	<b>Hire of Hall for May meeting</b>	<b>£13.75</b>		<b>£13.75</b>	
AJGIBL GBP CLIENT NST ACCOUNT	544645577	<b>Insurance Premium for the Year 1/06/25-31/05/26</b>	<b>£790.44</b>		<b>£790.44</b>	
Mrs J Aldridge		Reimbursement for stationery items - 3 ring binders, 2 packs copy paper, dividers and treasury tags	£27.57		£27.57	
SALC	1881	Affiliation fees for SALC £229.32 and NALC £39.03	£268.35		£268.35	
<b>TOTAL</b>			<b>£1,906.91</b>	<b>£2.50</b>	<b>£1,909.41</b>	

#### **25/033/03 Gallagher Insurance Renewal**

The Clerk has received the invoice and has paid the premium via BACS

#### **25/034 PATHS AND BRIDLEWAYS**

Councillor Albery is arranging to trim the footpath from The Green to Sully's.

#### **25/035 PARISH MAINTENANCE**

##### **25/035/01 Jubilee Gardens Activity Centre**

The Clerk has contacted the supplier who informed her that the installation date should be the 16th/17th June 2025, however if these days are not met the equipment will definitely be installed by Friday 20th June 2025.

The Clerk will receive a phone call from the installers regarding their arrival time so that she can meet them on site in order to agree a suitable location for the play equipment.

##### **25/035/02 Jubilee Gardens Play Area Acquisition**

The Clerk has heard nothing more as yet.

##### **25/035/03 Trees in the Play Park and Resident Complaint**

Councillor Takel arranged for Three Atop to visit, assess the work required and provide a quote, two other contractors, who were asked to quote, did not respond. The Councillors agreed Three Atop would be very suitable for the work required on the trees in the play area.

#### **25/035/04 Village Centre Project**

Councillor Takel also met with Three Atop with regard to the work required on the 2 Hornbeams on the site of the new Village Centre Project.

It was noted the Hornbeams would be unbalanced if trimmed up to accommodate the new shelter and therefore may need removing.

The quote for both works were sent through on the same day.

Again the Councillors agreed that Three Atop should be engaged for this work.

Both tree works were proposed by Councillors Cookson and seconded by Councillor Takel.

#### **25/035/05 Replacement Grit Bin at Iron Post**

Councillor Albery stated the grit bin would be put in place this month.

#### **25/035/06 Phone Box**

Councillor Prouse has not heard from anyone about this issue.

#### **25/036 SID DATA COLLECTION**

Councillor Albery and the Clerk have downloaded another 10 days of data onto the USB stick, the Clerk is to speak to the Traffic Engineer at Somerset Council to find out if they would like this data sent to them.

#### **25/037 COMMUNITY SPEEDWATCH**

Following the visit by PCSO 8913 Michelle Haimes at the last Parish Council meeting the Clerk sent a request for information from the Community Speedwatch team. Upon receiving this information the Clerk emailed the Community of Brushford asking if anyone would be interested in becoming part of a pool of people that could be called upon to take part in proper training in order to go out as one of a three person team to record the speed readings of passing drivers.

As yet no-one has responded.

#### **25/038 SOMERSET COUNCIL CHAIRS COMMUNITY AWARDS 2025**

The Councillors discussed this but could think of no-one to put forward.

#### **25/039 PLANNING APPLICATIONS**

None received

#### **25/040 REPORTS FROM COUNCILLORS**

Councillor Nicholson reported the Boundary Commission have put forward their own suggestions for recommendations for Somerset. The East/West split has been accepted.

There is more talk about charging for car parks that are currently free. The Avenue in Minehead, Wiveliscombe and the pub car park at Wheddon Cross will be affected.

Dulverton school was inspected by Ofsted last week and passed with flying colours

Councillor Pugsley explained he has been in correspondence with the Traffic Manager at Somerset Council regarding the placing of signs for 'Pedestrians on the Road'.

The National Park have made a bid for 'Active Travel,' part of which is to lower speeds on the roads.

The road between Brushford and Dulverton is part of the Active Travel Initiative which may mean safer routes for walkers.

It was noted that the verges are in need of further cutting back so as to facilitate extra room for both pedestrians and drivers on the road and that this action may be more cost effective than the placement of signs.

There are many plans in motion for the route between Brushford and Dulverton.

The Planning Enforcement act, although not really relevant to Brushford Village, has had an impact.

#### **25/041 DATE OF NEXT MEETING**

The date of the next meeting is to be July 8th 2025 at 6.30pm in the Parish Hall.

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N. Prouse Chair