

Outside Bodies Reports

Report of the King John Museum Trust meeting held 19th Sept 17.

The Axbridge station clock is now up and working in the museum.

The National Trust are working with the Museum committee to write a handbook for the Hunting Lodge. The handbook should be completed by April 2018.

Stephen Minnett the Somerset CC representative on the board of trustees is retiring; John Page is to talk to the Somerset Museum people to see if they are going to put forward a new candidate or if the Trust needs to revise its Articles of Association which currently say that a Somerset CC rep should be one of the Trustees.

The AGM is being held later this month and the custodians outing to Killerton is to be held the day after.

The Museum Trust was not a collecting body and as such any items given or lent to the Museum had to be held by either the Archaeological Society or Sedgemoor District Council. The trustees have decided it is time to become a collecting body themselves and as Sedgemoor District Council no longer give the Museum any funding it was felt that the trust should ask the District Council to either to pay for upkeep of their artefacts or make them over to the museum to keep.

Muse at the Museum has proved very successful and the Museum is opening for Somerset Arts weeks, entrance will be free for the two weeks.

Next year is the 50th anniversary of the National Trust taking over the building and the 550th anniversary of the building itself, so look out for something interesting happening.

Any small amounts of funding from Sedgemoor District Council have now finished. The Town Trust have been very generous over the last couple of years and reduced the rent it charges for the storage of the many artefacts that don't fit in the Museum. It was felt that the Town Trust having lost the rent from the Town Council for the Town Clerks office would not be in a position to be so generous in the future and the Museum should be prepared to pay the full amount over the next few years.

Councillor B Wells

Report from Cluster Group Meeting

The Clerk, Mrs Brice and Councillor Taylor attended the meeting of the Joint Sedgemoor Parish Cluster Groups on 3rd October at Bridgwater.

The following items were on the agenda.

Hinkley C. There was an update on the Hinkley C project by a representative from EDF Energy. The pier is under construction but will not be operational for at least a year. Road improvements were described. There may be a further increase in road traffic.

Community Safety Team. An overview of the work of the Community Safety Team at SDC was presented. They were joined by partners from the Local Neighbourhood Policing Team.

Budget Consultation 2017 An update on the SDC Budget Consultation from the SDC Finance Team was given.

Date of next Joint Parish Cluster Meeting: Wednesday 4 April 2018 at 7.00pm.

Councillor M Taylor 04/10/2017

Report of the Town Trust

A) 150 Club Winning Numbers for the OZEY:-

1st winning number (£50) = 147

2nd winning number (£35) = 75

3rd & 4th winning numbers (£25 each) = 18 & 73

5th & 6th winning numbers (£20 each) = 100 & 110

B) Planters - 13 new wooden planters are now in position in the Square and the concrete planters removed. The new planters have been filled with soil/compost and it is hoped that the winter flowers will be planted with the next week or so.

C) Council Chamber Flooring - quotations now being obtained for replacing the carpet tiles. Advice being taken as to whether carpet or carpet tiles again would be more suitable for the room.

D) Re-decoration of the Town Hall Kitchen, Entrance Hall and Disabled Toilets - decoration specification now being drawn up to submit out to tender.

Alan Mortimore, Clerk

AXBRIDGE TOWN COUNCIL

Draft Minutes of the Planning and Licences Committee held on

Monday 2nd October 2017 at the Town Hall, Axbridge

Meeting Commenced: 7.30pm
7.59pm

Meeting Concluded:

Present: Councillor Taylor (Vice-Chairman), Ham, Kendall, Myerson and Page together with Mrs Brice, Town Clerk.

P55/17 Apologies for absence

In the absence of the Chairman, Councillor Taylor (Vice-Chairman) chaired the meeting.

RESOLVED: that apologies from Councillor Bridgeman (ill-health), Laken (Chairman) (ill-health) and Councillor Wells (personal commitment) be received and approved.

P56/17 Declarations of Interest

Councillor Myerson – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) (minute P61/17 refers), living close to the site, and would leave the meeting should the application be considered.

Councillor Taylor – declared a Disclosable Pecuniary Interest in relation to planning application 02/16/00030 (relating to the erection of up to 80 dwellings on land to the South of Houlgate Way) (minute P61/17 refers), living adjacent to the site, and would leave the meeting should the application be considered.

P57/17 Minutes of the meeting held on 4th September 2017

RESOLVED: that the minutes of the meeting held on 4th September 2017 be approved as a correct record and be signed by the Chairman.

P58/17 Public Participation – no members of the public were present.

P59/17 Planning Application

Members considered the following application:

Application No. 02/17/00028/LR

Town and Country Planning Act 1990 (As Amended)

Applicant: Mr and Mrs Ladbrooke

Proposal: Erection of a single storey extension to SW elevation.

Location: South Holt, Cheddar Road, Axbridge, BS26 2DL

RESOLVED: that Sedgemoor District Council be advised that Axbridge Town Council has no observations to make on the above mentioned application.

P60/17 Bristol Water Southern Resilience Scheme

The Clerk would seek an update on the timescale for the completion of the scheme.

P61/17 Outline Planning Application 02/16/00030 - Land to the South of Houlgate Way, Axbridge
- No further update.

P62/17 Outline Planning Application 02/17/00022 – Mendip View, Cheddar Road, Axbridge

Members noted several consultee responses including the reply from the Affordable Housing Policy and Development Manager who, in principle, supported the application subject to various commitments being secured in relation to the affordable housing. Members also wished to know how the developer would seek to manage the affordable housing.

P63/17 Sedgemoor Local Plan – Comments were awaited from central government. The Town Council would then be given the opportunity to comment. Members noted from recent correspondence that major growth was proposed within North Somerset.

P64/17 Housing Stock Policy

Councillor Taylor would continue to prepare a report for members' consideration on the number of housing units and the allocation system. The response from the Affordable Housing Policy and Development Manager in relation to the Mendip View application may assist in this preparation.

P65/17 Neighbourhood Plan

The Neighbourhood Plan group had been pleased to receive the support of the Town Council on the policies, aims and objectives and were now drafting the Neighbourhood Plan, with a consultation event planned for the Farmers' Market in February 2018. The intention would be to confirm that the draft plan met the wishes of the community. Further input was still being sought from the school and doctors' surgery. Photos were being taken for use in the final document. An outstanding invoice would be included on the list of payments for Council. The Clerk had circulated a file note of the meeting held

with representatives of the Neighbourhood Plan group and members reiterated their appreciation to all group members who had produced sound, evidenced based policies.

P66/17 Enforcement

Planning Application 21/16/00011 Extension of Gypsy Site., Yeo Bridge Farm, Cross Moor Drove—Members received a copy of a letter from The Mendip Society to Sedgemoor District Council expressing concern regarding the works on this site, following planning approval, which appeared to contravene planning conditions.

RESOLVED: that the Clerk thank the Mendip Society for their letter, advise that the Town Council shares these concerns and to ask that she be kept informed on this matter.

P67/17 Planning Correspondence

EDF – Works to junction 23 - noted

Planning Training – the Clerk confirmed the arrangements for the planning training.

P68/17 Planning Decisions

02/17/00006 – Pollard of Chestnut Tree at 20 Chestnut Avenue – permission granted.

02/17/00007 – Erection of a two-storey dwelling at Brook Farm, Jubilee Road – permission granted.

02/17/00016 –Sash Windows at October House, 26 West Street – permission granted.

02/17/00017 – Alterations to stairs outside porch etc for a DDA compliant ramped access at St John the Baptist Church – permission granted

02/17/00018 – Certificate of Lawfulness for a proposed extension at South Holt, Cheddar Road – withdrawn

02/17/00019 – Demolition of existing stone wall and construction of double garage at 45 West Street – permission granted.

02/17/00020 – Demolition of existing stone wall and construction of double garage at 45 West Street – application withdrawn.

02/17/00021 – Erection of a shed on hard-standing and polytunnel on Land to the north of Old Station House, Axbridge Bypass – permission granted.

002/17/00023 Fell of Yew Tree phased over 2 years on land adjacent to 1 West Street – consent granted.

17/26/00021 – Erection of extension to Broadway Cottage, Cheddar Road – permission granted.

17/17/00007 – Extension to Cheddar Woods Resort and Spa including 24 additional holiday lodges – permission granted.

21/16/00008 – Erection of agricultural workshop building at Southcroft Farm, Cross Lane – permission granted.

P69/17 Date of Next Meeting

RESOLVED: that the next meeting be held prior to Council on 16th October or on 6th November 2017.

Chairman

Date

Axbridge Town Council

Administration and Finance Advisory Group

October 2017
Report for Council.

Meeting. The Group met on Monday 9th October.

Present: Councillors Browne, Taylor, Wells and Town Clerk Mrs Brice.

Apologies: Councillor Ham

Accounts. The accounts for the end of the month having been circulated to members of the group were agreed during the budget discussion and will be presented as the 2nd quarter accounts.

(Agenda item.)

Budget: A draft for presentation to Council was agreed. (Agenda item.)

OYEZ. Deputy editor is still required. A policy needs to be created to record the agreed rules for including items in the publication.

Web-site. Councillors Gall and Walkling and Jill Bishop a local specialist have been working on a new web-site for the Council. The web-site group feel that a link to Facebook should be included and one option might be to contract out the maintenance of this facility. Mrs Trotman would be able to do this work if Council agreed.

(Agenda/budget item.)

Community Stall. Display needs revamping.

Grants awarded by Council. The group will consider the allocation of the remaining funds for Type A grants (annual donations) next month. St Margaret's Hospice and Mendip Community Transport have applied.

Business rates. The group has considered a report on the amounts and apparent anomalies of the business rates paid by the council. Comments from SLCC are included. SALC has responded but could not help. The clerk now has further information from SDC and the rating web-site. The group will be looking to make a recommendation to apply for a review of the charges. Also there is pressure on government to have the rates on public toilets abolished.

Hinckley Point Mitigation Fund. The Group had been appointed by Council to collate the suggestions from other Committees, Advisory Groups and neighbouring parishes. The clerk had also emailed County and District councillors for advice and information about larger projects that neighbouring parish councils may be considering which could be shared. The following Axbridge projects have been proposed to date:

“Axbridge” town signs- replacements for those on the bypass

Play area and car park enhancements on the Furlong.

Installation of stage storage space in the Town Hall.

Flashing warning lights on slip road at Townsend.

Sedgemoor have emphasised that the project must mitigate for the affects on the local community caused by the construction project.

Council will be asked if any projects should be put forward now. (Agenda item.)

Data protection Regulations. These are due to change. Council needs to make sure it continues to comply. Information and training sessions will be available.

Charles Arnold Baker. A new edition of this “bible” of local council law and practice is now available. The group recommends purchase from SALC who is able to obtain the reference book at a reduced rate.

(Agenda item.)

Date of next meeting. . Monday 13th November.

Councillor Taylor (11/10/2017)

Axbridge Town Council Financial Report October 2017			
Bank Accounts		Account Name	£
		Lloyds Business Account	80,658.16
		Lloyds Current Account	6,020.76
		Lloyds Investment Account	15,085.42
		Total:	101,764.34
Council Accounts		Account	£
		General Account	79,027.44
		Changing Rooms Operating Account	3,824.96
		Car Park Account	3,191.94
		Changing Rooms Maintenance Fund	15,720.00
		Neighbourhood Plan Account	0.00
		Total:	101,764.34
Receipts since last meeting			
Ref.	From	For	Value
	Western Power Distribution	Lease - sub station	200.00
	Tenant	Shortlands	60.00
	Tenant	Allotment rent	47.00
	Axbridge Saxons Football Club	Hire of changing rooms/pitches (1 of 2)	825.00
	Sedgemoor District Council	Precept	38250.00
		Grant	1691.00
Payments made since last meeting for ratification by Council			
Ref.	To	For	Value
DC	Post Office	Postage	7.80
DC	Microsoft Store	Microsoft 365 (Annual)	79.99
SO	Axbridge Parochial Church Council	Office rent	600.00
Payments for authorisation by Council			
September			
	Mrs V Brice	Reim of Expenses	33.55
	Mrs P Ham	Reim of Civic Expenses	75.20
	Somerset County Council Pension Fund	Pension deficit (Oct)	70.00
	Lloyds TSB Commercial Finance Ltd	Printing of Oyez (Sept) *	55.80
	Fairlands School	Photocopying - (Sept)	TBC
	Mr A Laken	Town Maintenance Contractor - September	255.00
	A1 Gardening and Tree Surgery	Grass cutting -Play area, cem, Town car park and Moorland St Car Park	300.00
	Greenslade Grounds Maintenance	Grass Cutting - Furlong/pitches double cuts (Sept)	326.40
	Somerset County Council	Allotment rent - Hillside (25/3/17-28/09/17)	115.00
	Cheddar Signs Ltd	Banner - Neighbourhood Plan	53.40
	The Party Shop	Carnival Lunch	497.25
	W C Maunders Ltd	Fence repairs - furlong	62.00
	water2business	Water - Allotments 9/3/17-12/09/17	123.01
	water2business	Water and Sewerage - Public Conveniences 11/3/17 - 29/9/17	245.22
	Axbridge Town Trust	Town Hall Grant - 2nd Half	1820.00
	Som. Association of Local Councils	New councillor training*(previously agreed)	25.00
Direct Debits and Standing Orders to be paid next calendar month (Oct/Nov)			
DD	Vodafone	Council telephone	12.35
DD	Plusnet	Broadband etc for office	24.60
DD	Southern Electric	Changing Rooms	31.00
DD	Southern Electric	Electricity - street lights at Town Car Park (Sept)	5.15
DD	Eon	Electricity - street lights at Moorland Street (Oct+C28)	4.42
DD	Sedgemoor District Council	Business rates (public conveniences)	79.00
DD	Sedgemoor District Council	Business rates (Town Car Park)	136.00
DD	Sedgemoor District Council	Business rates (Moorland Street Car Park)	140.00
DD	Sedgemoor District Council	Business rates (Office) (384.82 on 1st Nov, then £86 in Dec, Jan and Feb)	84.82
DD	Public Works Loan Board	Moorland St Loan	2828.72
	TOTAL to be authorised		7,402.89
* on receipt of invoice			

**Axbridge Town Council
Public Conveniences Facility, Moorland Street, Axbridge**

MONTHLY INSPECTION LOG

Checked/comments	Week beginning 02/09/17	Week beginning 09/09/17	Week beginning 16/09/17	Week beginning 23/09/17	Week beginning 30/09/17
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Gents (left hand cubicle)

General condition	ok	ok	ok	ok	ok
General cleanliness					
Lights	ok	ok	ok	ok	ok
Door (inc.door furniture, lock etc)	ok	ok	ok	ok	ok
Soap/Water/Hand-drier	ok	ok	ok	ok	ok

Gents (right hand cubicle)

General condition	ok	ok	Ok	ok	ok
General cleanliness					
Consumables	ok	ok	ok	ok	ok
Lights	ok	ok	ok	ok	ok
Door (inc.door furniture, lock etc)	ok	ok	ok	ok	ok
Soap/Water/Hand-drier	ok	ok	ok	ok	ok

Ladies

General condition	ok	ok	ok	ok	ok
General cleanliness					
Consumables	ok	ok	ok	ok	ok
Lights	ok	ok	ok	ok	ok
Door (inc.door furniture, lock etc)	ok	ok	ok	ok	ok
Soap/Water/Hand-drier	NOT WORKING				

Disabled

General condition	ok	ok	ok	ok	o
General cleanliness	ok	ok	ok	ok	o
Consumables	ok	ok	ok	ok	o
Lights	ok	ok	ok	ok	o
Door (inc.door furniture, lock etc)	ok	ok	ok	ok	o
Soap/Water/Hand-drier	ok	ok	ok	ok	o
Bin	ok	ok	ok	ok	o

Store room ok ok ok o

General condition

Overall

Outdoor lights	ok	ok	ok	ok	o
Windows	ok	ok	ok	ok	o

Meter reading (insert reading in box on date checked)

07883

02240

05642

Any action taken:

Outstanding Items to report:

Please write down any issues

Please write down any issues

Please write down any issues

Please write down any issues

Please write down any issues

high levels and wall still not being cleaned and Ceilings dirty

The cleaning is very average. Walls and ceilings should be cleaned now and then.

Cleaning is a quick swish over the floor and a spray and wipe around the toilets.

Ladies wc wash facility not working

Signed: ___D J HOGARTH_____

Date ___01/10/17_____

Changing Rooms and Furlong Manager

Signed: _____

Date _____

Mayor

Axbridge Town Council - Highways Advisory Group

Notes from the meeting held at 8:10pm in the Town Hall on Monday 2nd October 2017

Present: Cllr Gall, Cllr Ham, Cllr Myerson, Cllr Taylor.

N.B. The following items were discussed specifically: other items are being progressed or remain on-going.

The meeting started on-site at the junction of Jubilee Road/Orchard Road to discuss item 5.

1. Apologies

Cllr Bridgeman , Cllr Davies, Cllr Laken, Cllr Wells.

2. Street lighting

The group noted that there had been no progress on cutting back the tree on Moor Green despite assurances that this was due to be sorted out by mid-September.

Clerk to chase up once more, and also report light no. 8 in West St as not working. **Action: Clerk**

3. Square

A brief inspection of the works made to repair the hole in the Square revealed some small subsidence in the path outside the Co-Op, but this was not estimated to be worth reporting.

Clerk to write and say thank-you for the works done. **Action: Clerk**

4. Car Parking

It was agreed that any plans for the land in Chestnut Avenue now fall under the remit of FAG rather than HAG.

5. Footpaths

Cllr Myerson reported from a meeting with Compton Bishop PC that the presence of a bull in the field at the top of Cross Lane was agreed to be permitted, and in the light of various changes proposed in connection with the Coffin Lane Campaign, that no further action would be taken.

6. Maintenance, Repair and Minor Improvements

Cllr Ham pointed out that funding will probably become available to the Town Council from the Aggregate Levy, and would investigate further. **Action: Cllr Ham**

In the absence of any shorter-term projects, it was suggested that playground equipment may well be a suitable use for a grant from the Small Improvement Fund from our County Councillor.

Cllr Ham to pursue (not a HAG issue). **Action: Cllr Ham**

Cllr Ham agreed to chase up the Axbridge signs from Arien, and to report overgrown foliage on Old Church Road/Houlgate Way to the Clerk. **Action: Cllr Ham**

It was noted that no reply had been received from SCC about the ownership of the path from the cul-de-sac in Old Church road. Clerk to chase this and the promise of new name plates for the cul-de-sac. **Action: Clerk**

7. Date, time and location of next meeting – Monday November 6th 20:00 Town Hall

Axbridge Town Council
Draft Minutes of the Personnel and Protocol Committee held on Monday 2nd October 2017

Meeting commenced: 6.45pm
7.29pm

Meeting concluded:

Present: Councillors Ham (Chairman), Browne, Kendall and Taylor together with Mrs Brice, Town Clerk

PS50/17 Apologies for Absence

RESOLVED: that apologies from Councillor Laken (ill health) and Councillor Wells (personal commitment) be received and approved.

PS51/17 Declarations of Interest – none

PS52/17 Minutes of the Committee Meeting held on 4th September 2017

RESOLVED: that the minutes of the Personnel and Protocol Meeting held on 4th September 2017 be approved as a correct record and signed by the Chairman.

PS53/17 Public Participation – there were no members of the public in attendance.

PS54/17 Personnel Policies

Members discussed the Lone Working Policy in light of the recent office move.

RECOMMENDED TO COUNCIL – that the Lone Working Policy be revised to reflect the 60 second assessment in relation to safe lone working in that the Clerk should consider/assess the need for closing the office door when the downstairs venue is in use and, if the door is closed, to use the spyhole to establish who is there before opening the door.

PS55/17 Assistant to the Clerk

Member discussed a job description and person specification for the Assistant to the Clerk. The job description would be reformatted to cover the key roles likely to be undertaken by the Assistant (including the monitoring of contract work), with the Clerk's job description attached as an appendix. The person specification would be re-drafted in light of comments made. The Clerk would send the updated documents to members of the Committee for further consideration and adoption at the next meeting. It was envisaged that the job would be advertised in January 2018.

PS56/17 Contract of Employment for Town Clerk

The job description, which formed an appendix to the contract of employment, was updated by hand to reflect that the place of work was at the Town Council Office, with meetings usually being held in the Town Hall. The Mayor and Clerk signed the amendment to the contract accordingly.

PS57/17 Carnival

The Carnival and lunch had been enjoyed by the civic guests, with many positive comments being received.

PS58/17 Modern Town Archivist

Members had noted that Ms Burrige had resigned as the Modern Town Archivist. The Deputy Mayor would be asked to contact Ms Burrige to discuss the material collected, its storage, and the role itself. A list of the material collected/stored would be useful. This post would be considered further at the next meeting.

PS59/17 Auto Enrolment

The Clerk had contacted the employees in accordance with the regulations and advice received. She had drafted the Declaration of Compliance which would be submitted shortly, giving the Mayors details as the most senior person at the Council, and the Clerk's email as the correspondence address.

PS60/17 Replacement of Maces - no further update.

PS61/17 Regalia – A draft design had been received for the Deputy Mayor's Chain. Several alterations were discussed including the shape of the surround, with the words "Axbridge Town Council" to be the only words around the badge. A revised design would be submitted to the next meeting for consideration.

PS62/17 Honour of Freedom Plaques – no further update.

PS63/17 Award of Meritorious Service – on-going

PS64/17 Date of Next Meeting

RESOLVED: that the next meeting be held on Monday 6th November 2017.

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	Chairman	Date

Axbridge Town Council

Lone working policy (in conjunction with the H&S policy)

- Be aware of safety issues relating to working alone.
- Assess lone working risks systematically and regularly.
- Ensure that the clerk is able to recognise potential risks.
- Report and record any incidents that relate to working alone.

- Take reasonable care
- **Consider and assess the need for closing the office door when the downstairs venue is in use and, if the door is closed, to use the spyhole to establish who is there before opening the door.**
- Keep someone, either at home or on the Council, as appropriate, aware of location, meetings, contact detail etc.
- Report any dangers, or potential danger, as they arise.

Site security

- A chain on the front door, to be connected before opening the front door to anyone calling.
- Mobile phone to hand at all times.

Adopted by Council on (minute) refers

Axbridge Town Council - Summary of Receipts and Payments - 30th September 2017						
	Actual	Funds B/F	Budget	Actual	Estimate	Budget
	2016/17	B/F from 16/17	2017/18	2017/18	2017/18	2018/19
General Account						
RECEIPTS						
Precept Recd.	71390.00		76500.00	76500.00	76500.00	
Council Tax Support Grant	5053.00		3000.00	3382.00	3382.00	0.00
Precept to Car Park Ac.	-1440.09		--	0.00	--	0.00
Precept to Changing Rooms Ac.	-592.38		--	0.00	--	0.00
Precept to Maintenance Funds	-1000.00		--	-1000.00	-1000.00	0.00
Lloyds Bank Interest	93.25		80.00	28.47	80.00	80.00
Cemeteries	2205.00		800.00	500.00	800.00	800.00
Allotment rents and deposits	638.75		500.00	570.50	600.00	600.00
Donations to Newsletter (Oyez)	90.00		50.00	30.00	50.00	50.00
Play area grants	8249.00		0.00	0.00	0.00	5921.00
Shortlands rent	60.00		60.00	0.00	60.00	60.00
Memorial Bench donation	448.00		0.00	0.00	0.00	0.00
Community Infrastructure Levy	0.00		0.00	0.00	0.00	0.00
Sundry	50.00		50.00	0.05	50.00	50.00
VAT refunds	4256.35		--	932.58	--	--
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Total Receipts:	89500.88		81040.00	80943.60	80522.00	7561.00

PAYMENTS						
Revenue Expenditure						
Salaries & Employm't costs (SDC)	24925.13		28000.00	25692.34	28000.00	36000.00
Deputy Clerk employment costs	--		8000.00	0.00	0.00	--
Council office fund - salary cost transfer.	0.00		--	0.00	0.00	--
Pension deficit payments	800.00		950.00	280.00	700.00	950.00
Mileage costs				8.10	40.00	60.00
Admin. Expenses	3036.26		2700.00	1604.06	2800.00	2700.00
Insurance	1562.23		1750.00	1118.99	1300.00	1300.00
Car Park loan repayments	10402.06		10402.06	5201.03	10402.06	10402.06
Moorland Street Land loan repay.	5657.44		5657.44	2828.72	5657.44	5657.44
Promoting Axbridge	567.90		750.00	279.00	750.00	750.00
Training	24.75		400.00	0.00	400.00	400.00
Town Hall Charges	1450.00		1550.00	0.00	1550.00	1550.00
Allotments (rent & maintenance)	362.18		700.00	165.00	700.00	600.00
Auditors' Fees	448.30		550.00	359.55	359.55	550.00
Civic Expenses	1743.84		2000.00	845.39	2000.00	2000.00
Cemetery maintenance	835.00		2000.00	450.00	2000.00	1800.00
Churchyard grass cutting	--		500.00	500.00	--	--
Furlong grass & hedge cutting	2867.50		3500.00	1520.00	3500.00	3500.00
Chestnut Ave grass cutting	--		--	--	--	1000.00
Changing Rooms Maintenance	0.00		400.00	0.00	400.00	300.00
Play area & Furlong maintenance	511.03		1000.00	798.26	1000.00	1200.00
Town Maintenance Contract	1417.65		2880.00	1151.25	2880.00	2880.00
Bin emptying contract	1682.72		1800.00	3669.06	3669.06	3150.00
Public conv. cleaning contract	2850.00		3000.00	2850.00	3000.00	3000.00
Public conveniences rates and utilities.	1515.89		1600.00	544.47	1600.00	1400.00
Public conveniences maint.	296.95		600.00	26.32	600.00	600.00
Subscriptions	704.56		700.00	548.48	700.00	700.00
Elections	0.00		2000.00	0.00	0.00	2000.00
Furlong lease	0.00		165.00	165.00	165.00	165.00

Office Rent	2500.00		2500.00	1225.00	2500.00	2500.00
Office Move	--		--	480.08	480.08	--
Office Running Costs - rates, utilities	0.00		300.00	0.00	300.00	1000.00
Memorial Bench	448.00		--	--	--	--
Layby maintenance	175.00		300.00	120.00	300.00	300.00
Maintenance of street furniture	--		--	--	--	500.00
Sundry	0.00		100.00	0.00	100.00	100.00
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Total:	66784.39		86754.50	52430.10	77853.19	89014.50
Capital expenditure						
Play area equipment fund	11249.00	0.00	500.00	0.00	500.00	1000.00
New item of equipment from RLT2 funds						5921.00
Street Lights	0.00	500.00	500.00	0.00	1000.00	500.00
Recreation area car park extension	0.00	6000.00	500.00	0.00	6500.00	500.00
Ax. Design Statement & N Plan	0.00	953.00	0.00	0.00	953.00	0.00
Allotments gate and fencing	622.22	1377.78	0.00	389.74	1377.78	250.00
Regalia-refurbishment/replacement	100.00	150.00	500.00	73.29	650.00	0.00
Maces	--	0.00	0.00	0.00	0.00	1000.00
Office Equipment Fund	530.99	420.10	200.00	0.00	630.10	200.00
Council Office Fund	0.00	1500.00	0.00	0.00	0.00	0.00
Footpath - Cross Lane	0.00	500.00	0.00	0.00	500.00	0.00
Website Improvements	0.00	2500.00	0.00	250.00	2500.00	0.00
Bins and Benches	109.28	611.93	0.00	65.00	611.93	0.00
Additional Parking land purchase	0.00	1000.00	0.00	0.00	1000.00	1000.00
Additional parking works	--	--	--	--	--	1000.00
Document Scanning and Imaging	0.00	0.00	0.00	0.00	0.00	0.00
Projector	0.00	750.00	0.00	0.00	750.00	0.00
Layby benches	324.99	0.00	0.00	0.00	0.00	0.00
Play Area - facilities for disabled	--	0.00	500.00	0.00	500.00	0.00
Purchase of furlong recreational field	--	0.00	500.00	0.00	500.00	0.00

Axbridge Road Signs	--	--	--	--	--	1000.00
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	--		--	--	-	-
Total:	12936.48		3200.00	778.03	17972.81	12371.00
Grants						
Type A - Various annual	400.00		400.00	0.00	400.00	400.00
Type B - Specified						
Town Trust planters	300.00		300.00	300.00	300.00	300.00
Town Hall grant	3640.00		3640.00	1820.00	3640.00	3640.00
Ax. and District Museum Trust	1400.00		1400.00	1400.00	1400.00	1400.00
Xmas lights & trees/fireworks	1627.00		1750.00	0.00	1750.00	1750.00
British Legion	100.00		100.00	0.00	100.00	100.00
Churchyard grass cutting					500.00	500.00
Sea Cadets			250.00	0.00	250.00	
Axbridge Carnival Committee	0.00		250.00	250.00	250.00	
Local Community Groups						750.00
Church Access			250.00	0.00	250.00	
Type C - Unspecified one-off	0.00		250.00	0.00	250.00	250.00
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	--		--	--		
Total:	7467.00		8590.00	3770.00	9090.00	9090.00
VAT paid	4421.73		--	1759.70	--	--
Total Payments:	91609.60		98544.50	58737.83	104916.00	110475.50

Summary of General Account						
Opening Balance	58917.18		35611.13	56808.46	56808.46	32414.46
Total Receipts	89500.88		81040.00	80943.60	80522.00	7561.00
Total Payments	91609.60		98544.50	58737.83	104916.00	110475.50
Closing Balance:	56808.46		18106.63	79014.23	32414.46	-70500.04
=====						
<i>Changing Rooms & Pitches Operating Account</i>						
Opening Balance	1669.57		1296.95	2826.40	2826.40	2426.40
RECEIPTS						
Precept	592.38		0.00	0.00	0.00	0.00
Pitch & Rooms bookings	2500.00		2000.00	1250.00	2500.00	2500.00
Vat charged on bookings	500.00		400.00	350.00	500.00	500.00
Hire of Furlong	0.00		0.00	500.00	0.00	0.00
Vat refunds	224.51		--	-23.56	--	--
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	---		--	--	--	--
Total Receipts	3816.89		2400.00	2076.44	3000.00	3000.00
PAYMENTS						
Changing Rooms Maintenance	0.00		200.00	56.77	200.00	200.00
Pitch maintenance	1515.00		2000.00	564.00	2000.00	2000.00
Utilities	577.53		600.00	177.12	600.00	600.00
Consumables	0.00		100.00	11.58	100.00	100.00
VAT paid to HMR&C	358.06		400.00	133.06	500.00	500.00
Vat paid	209.47		--	135.35	--	--

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Total Payments	2660.06		3300.00	1077.88	3400.00	3400.00
Closing Balance:	2826.40		396.95	3824.96	2426.40	2026.40
=====						
<i>Car Parks & Moorland Street Land Account</i>						
Opening Balance	6634.51		6424.60	5903.48	5903.48	2553.48
RECEIPTS						
Precept	1440.09		0.00	0.00	0.00	0.00
Ax Car park garage access lease	150.00		150.00	150.00	150.00	150.00
School Land Lease	2000.00		2000.00	0.00	2000.00	2000.00
Sub Station lease	200.00		200.00	0.00	200.00	200.00
Vat refunds	350.73			18.65		
	----- ---		----- --	----- --	----- --	----- --
Total Receipts	4140.82		2350.00	168.65	2350.00	2350.00
PAYMENTS						
Car Park Running costs - rates, utilities	3236.94		2800.00	2065.46	4000.00	3600.00
Maintenance costs	1289.10		1000.00	675.00	1200.00	1200.00
Gulley Cleaning	--		--	--	--	0.00
Car Parking control	0.00		1500.00	0.00	500.00	500.00
Vat Paid	345.81		--	139.73	--	--
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Total Payments	4871.85		5300.00	2880.19	5700.00	5300.00
Closing Balance:	5903.48		3474.60	3191.94	2553.48	-396.52

=====						
Neighbourhood Plan Account						
Opening Balance	-1203.77	0.00	0.00	0.00	0.00	0.00
RECEIPTS						
Locality Grant	0.00		--	0.00	--	--
VAT Refunds	1221.79		--	0.00	--	--
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	---		--	--	--	--
Total Receipts	1221.79		0.00	0.00	0.00	0.00
PAYMENTS						
Consultancy Work	0.00		--	0.00	--	--
Design Work	0.00		--	0.00	--	--
Housing Needs Survey	0.00		--	0.00	--	--
Printing and website costs	0.00		--	0.00	--	--
Grant return	18.02			0.00	--	--
VAT Paid	0.00		--	0.00	--	--
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	---		--	--	--	--
Total Payments	18.02		0.00	0.00	0.00	0.00
Closing Balance	0.00		0.00	0.00	0.00	0.00
=====						
Maintenance Fund						
Opening balance	13720.00		0.00	14720.00	14720.00	0.00
	0					

RECEIPTS						
Precept	1000.00		--	1000.00	1000.00	0.00
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Total Receipts	1000.00		0.00	1000.00	1000.00	0.00
PAYMENTS						
Major Assets maintenance	0.00	14720.00	1000.00	0.00	15720.00	1000.00
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Total Payments	0.00		1000.00	0.00	15720.00	1000.00
Closing Balance:	14720.00		-1000.00	15720.00	0.00	-1000.00
	0					
=====						
=====						
Summary of all accounts						
Opening Balance	79737.49		43332.68	80258.34	80258.34	37394.34
Receipts	99680.38		85790.00	84188.69	86872.00	12911.00
Payments	99159.53		108144.50	62695.90	129736.00	120175.50
Closing Balance:	80258.34		20978.18	101751.13	37394.34	-69870.16
=====						
=====						

BANK RECONCILIATION							
Balance of General Account	56808.46			79014.23	--		
Balance of Car Park Account	5903.48		--	3191.94	--		
Balance of Changing Rms. Op. Ac.	2826.40		--	3824.96	--		
Balance of Maint. Fund	14720.00		--	15720.00	--		
Balance of Neighbourhood Plan Account	0.00		--	0.00	--		
Total:	80258.34		--	101,751.13	--		
<i>Made up of:</i>							
Investment Account	15,061.76		--	15,081.65	--		
Business Reserve Account	60,640.14		--	80,648.72	--		
Current Account	4,556.44		--	6,020.76	--		
Total:	80,258.34		--	101,751.13	--		
<i>Deficit on General Account</i>						70500.04	
<i>Deficit on Recreation Ground Account</i>						-2026.40	
<i>Deficit on Car Parks Account</i>						396.52	
<i>Deficit on Neighbourhood Plan Account</i>						0.00	
<i>Deficit on Maintenance Fund</i>						1000.00	
						Total	69870.16
Add Working Capital						21000.00	

Precept Required						90870.16
% increase						18.78

AXBRIDGE TOWN COUNCIL

Correspondence – October 2017
(not mentioned elsewhere in the agenda papers)

SDC = Sedgemoor District Council

SCC = Somerset County Council

Outside Bodies

- Avon and Somerset Constabulary: Crime report update
- Cluster Group meeting – Agenda – 3rd October 2017 and summary report
- Community Council for Somerset - Somerset Village Agents Roadshow: Community Connect. -offer them support and advice, from healthcare & charities to community policing (Bridgwater – 28th November) (Oyez)
- Somerset Association of Local Councils – AGM on 28th October 2017, consultation on Local Council Financial Settlement, Data protection update and Charles Arnold Baker book
- Somerset Community Foundation newsletter and Sing for Somerset Concert – 16th December
- Society of Local Council Clerks – newsletter
- Somerset Playing Fields of the Year – AGM minutes

Planning

- Neighbourhood Plan – project plan, meeting details and minutes
- North Somerset Site Allocations Plan – Consultation – ends Monday 30th October - this is in relation to all the proposed changes to the plan as originally submitted in February 2017. It therefore includes the additional housing sites as well as other changes which had been identified through the examination process.
- SDC – Update – land to the south of Redstacks
- SDC – Submission of Burnham and Highbridge Area Plan
- EDF Energy: New scheme to link young people to dream jobs at Hinkley Point C
- Virtual Names – Neighbourhood Plan accounts
- SDC Programme Officer – Local Plan update on procedure/progress
- Society of Local Council Clerks - Planning for the right homes in the right places: consultation proposals and Social Housing Green Paper
- Weekly applications and decisions and reports to the development committee

Administration and Finance

- Mendip Hill Fund – up to £2000 on projects working to conserve and enhance the environment, communities and economy, awarded to community and voluntary group project and in some cases businesses, that: Conserve and enhance the landscape
 - Increase awareness, understanding and enjoyment of the area
 - Support social and economic initiatives including enhancing community facilities or support for start-up of social enterprises, e.g. local food initiatives.
- St Margaret's Hospice Care – grant
- Pension Regulator – Confirmation of auto-enrolment declaration
- Chamber of Commerce – Mendip Visitor Economy Conference
- SDC - Applications are now open for Sedgemoor District Council's Community Health Fund, which has monies available to spend on health-focussed projects across the district.
- Mendip Hills – New Work Placement Planning Graduate helps with planning matters in the AONB.
- Lloyds – Interest rate
- Mozy Newsletter and PSMA newsletter
- Devon County Council – Auto Enrolment information
- Valuation – inspection of office re business rates
- Individual – request for funding (referred to Parochial Charities)
- SSE – Change of registered address

Leisure and Recreation

- Knightstone Housing – Damaged fence at Furlong – now repaired
- Compton Bishop Parish Council and SDC – RLT2 fund allocation
- Somerset Playing Fields Association Press Release – Field of Year Competition – Axbridge received a Highly Commended Certificate

AXBRIDGE TOWN COUNCIL

- Somerset Rural Youth Project: rural open access youth work provision – Offer to meet
- SPFA Newsletter for October 2017
- What's on Bristol and Weston Magazine
- Product Information: Creative Play, Kompan , Web at Notice Board

Highways

- Resident and Somerset Highways – Fennel Lane, Blocked drain Moorland St (done)
- Somerset Highways – clarification re signage and yellow lines
- SDC – Road sweeper – confirmation of streets covered
- Indo Lighting - upgrading to LED lighting
- Resident – footpath/pavement Old Church Road – Houlgate Way
- Compton Bishop Parish Council – Cross Lane Pedestrian Safety Project
- Resident – height of road sign – passed to Carnival Committee
- Residents – overgrown hedges/foilage Old Church Road
- Product – Earth Anchors

Personnel

- Guests – thank you for carnival lunch/procession

Cemetery, Allotments and Open Spaces

- Individuals – allotment matters
- Information on rents and fees
- Mendip Hills – walk the wild Mendip Way – new video
- Adams Memorials – Public Liability Certificates
- PLandscape

Greens

- Regen SW – Community Energy events during Autumn
- Countryside Alliance - Nominate now in the 'Rural Oscars' 2017
- Fairtrade - Next Fairtrade Fortnight, Bristol Fairtrade Network is planning to continue its tradition of hosting the South West Fairtrade Business Awards on Friday 9th March 2018.
- Rural Services Network and Rural Vulnerability Service (inc GP shortages)

General Correspondence

- SDC press releases: The One Step Foundation Somerset Skills & Careers Fair 2017, Works to Junction 23; Sedgemoor fly-tipper lands in jail; EDF Energy: Somerset schoolchildren asked to name giant 'bores'; Have you completed with your Voter Registration Form?
- SCC Press Release: Family Support Services - Have your say : Look after your tyres and your tyres will look after you
- Age Concern – posters – services on offer, volunteer request, befriending service and exercise classes.
- Puriton Parish Council – Clerk vacancy
- PCS Community Defibrillator
- Parochial Church Council – Soup lunches, tea and cakes, Mondays in Church Rooms
- Axbridge and District Sea Cadets – Trafalgar Night dinner
- WCA Book Bazaar team – Book sale in Winscombe on 14th October

DIARY DATES

Axbridge Town Council meetings – Members only

AXBRIDGE TOWN COUNCIL

(except Council and Committee meetings and Civic Events)

Date	Meeting	Time	Venue
Monday 16 th October	Council	7.30pm	Town Hall
Monday 23 rd October	Town Council/Town Trust meeting	8.30pm	Council Chamber
TBC	Leisure and Recreation	6.30pm	Town Hall
Monday 6 th Nov	Personnel and Protocol	6.45pm	Town Hall
	Planning and Licences Committee (if needed)	7.15pm	Town Hall
	Highways	8.00pm	Town Hall
TBC	Cemetery, Allotments and Open Spaces	8.00pm	43 Old Church Road
Sunday 12 th Nov	Deadline for agenda items for Council		
Monday 13 th Nov	Administration and Finance Advisory Group	7.30pm	Mornington House
Monday 20 th Nov	Planning and Licences (if needed)	6.45pm	Town Hall
	Council	7.30pm	Town Hall
Monday 27 th Nov	Leisure and Recreation	6.30pm	The Lamb

12 th and 18 th Oct	Planning Training	Bridgwater House
Thurs 30 Nov	Cluster Group – North East	Mark Church Hall