

# **Thurloxton Parish Council.**

## **Minutes of the meeting held on Thursday 15<sup>th</sup> May 2025 at 7.30pm in Thurloxton Village Hall**

### **Present:**

H Coombs (Chair)  
A Hooper (Vice Chair)  
A Quick  
J Trott  
P Mackay  
H Barrington (Clerk)  
A Bradford (SC)  
B Revans (SC)

Members of the public present: Mr C Trott

### **1. (a) Election of Chairman**

A Hooper asked for nominations for Chair. H Coombs was proposed by P Mackay, seconded by A Hooper. There were no other nominations, so H Coombs was duly elected as Chair for the next 12 months. The declaration of acceptance of office was signed and witnessed by the Clerk.

### **(b) Election of Vice Chairman**

The Chairman asked for nominations for Vice Chair. A Hooper was proposed by A Quick, seconded by H Coombs. There were no other nominations, so A Hooper was duly elected as Vice Chair for the next 12 months.

### **2. Apologies** none.

### **3. Minutes** of the meeting held on 6<sup>th</sup> March 2025 were agreed and duly signed, proposed by P Mackay, seconded by J Trott.

### **4. Matters arising from the last meeting:** .none.

### **5. Planning Applications**

- none

### **6.Completion of Annual Governance Statement for 2024/25**

The internal audit report was completed on 26/4/25. The notes from the internal auditor were that a record be kept of any disposed assets and if donated, the receiver is to acknowledge that the council has no legal obligation if problems or injuries are caused.

All councillors were given a copy of the statement. The Chairman went through each question. All questions were answered "yes". It was agreed that the parish council met the criteria for exemption from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review. It was resolved to approve the Annual Governance Statement and Certificate of Exemption proposed by A Hooper, seconded by P Mackay and approved by all the councillors. Both forms were signed by the Chairman and the Clerk. The Certificate of Exemption will be sent to the external auditor.

## 7. Finance

### a) Value of assets

It was agreed that the book exchange should remain on the fixed asset register at a value of £1000. It was agreed to reduce the following assets by 10%:

4 salt bins=£237, 1x noticeboard £284, 1 x noticeboard £361, bench x2 £590, Defibrillator £1181

The laptop is depreciated on a straight line basis 25% over 4 years : £239 (remaining value) x 25%=£60 per year. Value £120-£60=£60

**Total Fixed Assets: £3713**

### b) Annual accounts for 2024/25

The annual accounts for 2024/25 had been considered at the Annual Parish Meeting. There were no further questions from the councillors . It was resolved to approve the accounts for the year ended 31<sup>st</sup> March 2025 and the Accounting Statement proposed by A Quick, seconded by P Mackay and approved by all the councillors. The accounts were signed by the Chairman along with the Accounting Statement. This now completes the Annual Governance and Accountability Return.

### c) Bank balance

Income	Expenditure
Opening Balance £6767.32 as at 1/4/25	
Precept £5500.00	
D Lock-work in April	£91.00
Closing balance £12176.32 as at 16/5/25	

### d) Payments D Lock paid work in April £91

**Payments due-**The Clerk presented her timesheet for January-April 2025, total 41hrs x £12.42= £509.22 proposed by H Coombs, seconded by A Quick.

The SALC affiliation fee has increased from £47.90 to £75.69 this year. It was agreed to pay the increased amount proposed by H Coombs, seconded by J Trott.

**Income:** £5500 Precept has been received.

**Income due:** HMRC overpayment refund of £8.80 for year ended 5/4/25 will be requested by the clerk.

### e) Insurance policy renewal

Clear Council Insurance renewal is due on 1/6/25. The premium last year was £282.41 (including IPT) plus £45 admin fee, total £327.41. We were originally quoted £409.67 plus an increased admin fee of £50 total £459.67 for this year. The clerk contacted Clear Council who explained that legal expenses cover has been reviewed across the industry and has been increased from £60 to £155. They did agree to reduce the overall premium, and the revised figure is £372.51 plus admin fee £25=£397.21.

The clerk did look at alternative quotes for comparison: Gallagher Insurance quoted £700 Including IPT and fee. Zurich Insurance quoted £241 for a basic policy. The clerk raised queries regarding adequate cover for street furniture and clerk absence cover but her email received an automatic response and no-one has responded fully. It was agreed to continue with Clear Councils Insurance at the annual premium of £397.51 proposed by H Coombs, seconded by J Trott.

### f) Re-classification of bank account from Treasurer's Account to Community Account

It was resolved to accept re-classification of the bank account to a community account and accept the charging tariff of £4.25 monthly account maintenance fee proposed by A Quick seconded by J Trott and agreed by all the councillors. The tariff includes 100 free electronic payments per month so we are unlikely to incur additional charges.

**g) bank mandate update**

The addition of A Hooper to the bank mandate is ongoing.

**8. Highways and Footpath issues:**

**Highway issues-** The grass verges at Walford Cross cut but the overgrown central reservations near Moon Lane, Knotcroft lane and Thurloxotn Fruit Growers are yet to be cut. Cllr A Bradford offered to chase this up.

**Footpath issues-** no further issues (covered in Annual Parish Meeting).

**9. Lengthsman Scheme.**

It was agreed that the Clerk should be authorised to pay D Lock up to 12x£13=£156 in any one month, proposed by H Coombs, seconded by P Mackay. The Clerk will ask Mr Lock for an up to date copy of his public liability insurance, due for renewal on 7/6/25.

**10. Village Hall: see village hall report (Annual Parish Meeting).**

**11. Book Exchange:**

The book exchange is being well used with donations of books to various charity shops.

**12. Website:**

The Clerk is keeping the website updated and is adding information on road closures and recycling collection dates. The village hall has been offered the use of the website to advertise events.

**13. Local Community Network Update: transport for young people in parish to access the Boombox in North Petherton**

A Quick has been approached by David Stripp about using the Fruit Farm as a venue for the Boombox, bringing young people into the countryside. It is estimated that there are probably about 7 young people in the year 6 to year 10 age group in the parish.

The next Hestercombe LCN meeting is the AGM on 12<sup>th</sup> June North Petherton Rugby Club which the Chairman hopes to attend.

**14. Matters of report and items for the next meeting:** bank mandate update, Highways issues, LCN update on AGM

**15. Date of next meeting:** Thursday 10<sup>th</sup> July 2025 at 7.30pm

The meeting closed at 8.24pm.