



Correspondence address: c/o Andrew Bramston, Chair  
Orr Farm, Chantry BA11 3LJ

**Minutes of the Annual Meeting of the  
Parish Council Meeting  
held on Wednesday 8<sup>th</sup> May at 7:00pm  
at Holy Trinity, Chantry**

5<sup>th</sup> March 2024

**Member Present:**

Councillor Andrew Bramston (Chair)  
Councillor Richard Evans  
Councillor Will Palmer

Councillor Colin Boorer  
Councillor Jon Scott

**Officers Present:** Rachel Nash, Clerk

**Members of the Public:** One plus 2 PCSOs

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**Agenda**

- 052024.1 Chairs Welcome**
- 052024.2 Election of Chair for 2024/2025**  
Cllr Andrew Bramston was re-elected as Chair and Proper Officer for a further year and signed a declaration of office.
- 052024.3 Parish Clerk for 2024/2025**  
The Council approved the continuation of the current contracted Parish Clerk services.
- 052024.4 Apologies for absence:**  
None required
- 052024.5 Declaration of Councillors' interests and requests for dispensation:**  
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk (Localism Act 2011 s29-34)  
**None Declared**
- 052024.6 Approval of Minutes of the previous meeting held on Wednesday 13<sup>th</sup> March 2024**  
The Council approved the previous meeting minutes following a note added to advise that discussions had taken place regarding a councillor having the grass cutting contract.

Signed by the Chair:

Dated:

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- 052024.7 Election of Vice Chair for 2024/25**  
Cllr Jon Scott was re-elected as Vice Chair for a further year and signed a declaration of office.
- 052024.8 Election of Responsible Finance Officer for 2024/25**  
Cllr Will Palmer was elected as RFO and signed a declaration of office.
- 052024.9 Somerset County Councillors' report**  
None in attendance. A report was circulated with the Agenda.
- 052024.10 Public Participation relating to meeting agenda items**  
If you would prefer to submit questions in advance, please email [clerk@whatleyandchantry.co.uk](mailto:clerk@whatleyandchantry.co.uk)

We had 2 PCSOs attending to provide an update on any police issues of interest. Discussion took place around the potential to install CCTV cameras in the villages because of an increase in fly tipping, some break ins that had happened and to monitor heavy vehicles who drive through to the quarries.

The PCSOs advised that Avon & Somerset can do farm assessments and provide other crime prevention suggestions. They mentioned that some people use wildlife cameras on their properties rather than CCTV. Look at their website to find out more if required. It may also be useful to sign up for Rural Watch.

They asked that anyone seeing anything of concern should report this via the online suspicious report/activity, as this helped with intel regarding what is happening.

There was also a suggestion that we have a village wide WhatsApp group with someone coordinating information being reported to the police.

- 052024.11 Presentation from external organisations:**  
To receive a verbal presentation from external organisations in attendance. If you wish to present to the Council, please email [clerk@whatleyandchantry.co.uk](mailto:clerk@whatleyandchantry.co.uk)  
**None Received**

- 052024.12 Clerks Report**  
There were no comments regarding the Clerks report.

- 052024.13 Finance: (Responsible Finance Officer)**

**The council resolved to approve:**

- Year end spend at 31st March 2024
- Agar Return for the External Auditor and this was signed
- the budget breakdown for 2024/2025
- Invoices for payment in May and June 2024 see attachment 6

The following documents were to be updated following discussions and brought back to the next meeting in July 2024.

- Asset Register
- Reserves Policy for 2024/2025



**052024.14 Approval of Policies**

The council resolved to approve the following Council Policies:

- Financial Regulations
- Financial Risk Assessment
- Risk Management Policy
- General Privacy Notice
- Data Protection
- Retention and Disposal Policy

The Council agreed that as they did not do any specific Social Media, that a policy for this was not required.

**052024.15 Local Farmers Liaison**  
Nothing to report

**052024.16 Roads & Highways Liaison**  
Cllr Scott advised that he had received a response regarding the replacement of Village Signs. Somerset council doesn't have the money to replace them. They advised that we are able to use their contractor and pay them directly but SC would also require an admin fee.

**052024.17 Chantry Village Liaison**  
Cllr Evans advised that the Friends of Chantry have met. Green light has been received to get on with the changes to the church to turn it into a community area. Those who attended agreed to contribute to a fund to support the activities. Lots of activities planned. Looking at a Whatley, Chantry and Quarry loop walk on the Sunday after the longest day.

**052024.18 Whatley Village Liaison**  
Cllr Palmer advised that the first Friends of Whatley committee meeting is booked for 4<sup>th</sup> June to start talking about what they will be doing, followed by a residents meeting on 26<sup>th</sup> June

**052024.19 Quarry Liaison**  
Cllr Bramston had circulated his update prior to the meeting.

**052024.20 Communications**  
Nothing to report

**052024.21 Local Business Liaison**  
Nothing to report

**052024.22 Planning Applications**  
The Council agreed to support the following plan with of upto max of 5 dwelling due to concerns regarding Mells Lane and volume of traffic this will produce.

Proposal: The erection of five dwellings and associated development following the demolition of the existing barns.

Location: Orcadia Farm Chantry To Mells Green Chantry Frome Somerset

Applicant: Mr A Jones

Application Type: Full Application

Application Number: 2024/0622/FUL

<https://www.somerset.gov.uk/planning-buildings-and-land/view-and-comment-on-a-planning-application/>

- 052024.23 Whatley Parish Field**  
This item will be moved under Whatley for future updates. Cllr Palmer advised that a contractor has been found and that they would mow the grass 8 times per year. A meeting is proposed to talk about the field and to find out what local residents of Whatley and Chantry want to use it for. There was also discussion regarding the use of the existing Cabin. This would be included in the meeting to find out what it could be used for.
- 052024.24 WCGT Update**  
An updated was circulated with the Agenda.
- 052024.25 Items for next Agenda / Items to Report**
- 052024.26 Date and venue of Next Meeting**  
Wednesday 10<sup>th</sup> July 2024 at Holy Trinity, Chantry
- 052024.27 Exclusion of press and public**  
Under the Public Bodies (Admissions to Meetings) Act 1960 Members of the public and press are required to leave the meeting due to the following items being a confidential matter – staff discussion.

**The meeting finished at 9:00pm.**

