



Queen Camel Parish Council

Clerk: Elaine Owen, Innes House, Kingsdon, Somerton, Somerset, TA11 7LL

email: clerk@queencamelpc.org.uk **Tel:** 07726 245 101

website www.queencamelpc.org.uk

**Minutes of the Community Benefit Fund Panel meeting on 25 August 2021,
7.30 pm in the Memorial Hall, Queen Camel**

Attendees:

Jane Crozier, Beverley Davies, Angus Davidson, Cllr. Sue Gettings, Liz Jardine, Terri Plummer (minute taker)

Apologies: Cllr. Daniel Hewlett

Public Question Time – No members of the public were present.

CB.01/08 Welcome and introductions

Beverley Davies was welcomed to the group as a new member.

CB 02/08 Review of Minutes of the previous meeting, 8.07.21:

It was noted that item CB 08/07 should have read: '6 in favour, 1 against'.

However, the minutes of this first meeting were set aside with permission from the parish council at 15/07/2021 (item 07/27) because the process, application form and TOR need to be reviewed, and new relevant information had come to light. The most practical solution was to make a fresh start and the minutes were removed from the noticeboards and website.

CB 03/08 Declarations of Interest - None

CB 04/08 To recommend confirmation of the ring-fenced funds for two new PC notice boards (£2,895)

There was some hesitancy about confirming a decision by the PC to use the CB Fund to pay for two new notice boards as this had been agreed by the PC some time in advance of the formation of the CBF Panel.

Following discussion about the need to erect a new board, rather than renovate the existing one at the end of Church Path, and the costs involved:

It was RESOLVED that the Panel should undertake a review of notice boards in the parish, to determine their ownership, (5 in all), their sites, and the cost of the proposed project. The Panel will report back to the PC.

JC proposed, LJ seconded.

For 6, Against 0, Abstentions 0.

CB 05/08 & CB 06/08 Reviewing and developing the Terms of Reference (TOR), the Application Form and the Guidance Notes

SG suggested working in two groups to review these documents.

Group 1 - review of TOR: LJ, JC and TP.

Group 2 – review of Application Form and Guidelines: SG, BD and AD.

The recommended changes arising from discussion in the groups will be emailed to all and then discussed at the next CBF meeting on 8th September and before the next PC meeting on 13th September. **Action: LJ to email notes for group 1; SG for group 2.**

In addition, it was proposed that SG ask the Clerk of QCPC if she is willing to act as Clerk to the CBF meetings (see TOR no.14 'The Panel will arrange a Secretariat to service its needs'). This would help with collation of applications for funds, arranging meetings and would free up particular members of the Panel from Minutes' duties. There are precedents for this in local villages.

It was RESOLVED: SG will ask the Clerk to the PC if she will act as Clerk to the CBF meetings for suitable remuneration.

LJ proposed, TP seconded.

For 6, Against 0, Abstentions 0.

CB 07/08 The identification of future possible funding projects and to recommend an annual budget to Council.

Possible future funding to established parish organisations were identified as: the Playing Fields, Tennis Courts, the Church, Memorial Hall and the Old School. Also projects listed in the Neighbourhood Plan, including changes to lighting in the village. It is expected that smaller projects will request help with funding but it is not possible to predict the number and range of these.

It was proposed and RESOLVED to put a cap of £10,000 on any application in a given year, in order to protect funds for future spending.

BD proposed, AD seconded.

For 6, Against 0, Abstentions 0.

CB 08/08 Funds available and ring-fenced – for information

- Current status of funds available (£34,911)
- Annual funding from Solar Farm (£6,658); 3 more years payment
- Impact on Community Fund from Solar Farm extension approval – a further 6 years offered @ £6,658 plus annual RPI increase
- Awaiting the one-off payment of £15,000 from NextPower.

CB 09/08 Application for funding from Spark Somerset

SG suggested that she would refer this application to the full Council for funding as it was a small amount and does not meet the current Community Benefit funding criteria. It should be supported and funded from another PC source. **SG to action.**

CB 10/08 AOB - None

Next meetings of the CBF Panel will take place in the Marples Room, Memorial Hall on Wednesdays, starting at 7.30pm:

8th September, 10th November, 5th January, 9th March (to agree annual report and accounts).

The meeting closed at 20:53

Signed.....

Date..... 8/09/21