



**Queen Camel Parish Council**

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

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**Draft Minutes of the Community Benefit Fund Panel meeting on 10<sup>th</sup> November 2021,  
7.30 pm in the Memorial Hall, Queen Camel**

**Public Question Time:** Two members of the public were present. A general question was asked about whether solar panels fell within eligibility criteria for the Community Benefit Fund. This was confirmed.

**Present:** Jane Crozier, Beverley Davies, Angus Davidson, Cllr. Sue Gettings (Chairperson), Liz Jardine, Terri Plummer

**Also Present:** Clerk: Elaine Owen

**CB 11/01 Welcome**

Members of the Panel and the public were welcomed to the meeting.

**CB 11/02 Apologies for absence**

Cllr Dan Hewlett sent apologies due to staff shortages.

**CB 11/03 Declarations of Interest:**

The following Members declared an interest in the Village Hall (as Committee Members) Angus Davidson, Liz Jardine and Sue Gettings.

The following Members declared an interest in the Playing Field (as Committee Members) Sue Gettings, Terri Plummer and Angus Davidson.

**CB 11/04 Minutes of the previous meeting to be confirmed as correct**

**It was RESOLVED to approve the minutes of the meeting held on 8<sup>th</sup> September 2021.**

**CB 11/05 Action Points from previous CBF Panel meeting, except those covered on the Agenda**

- Section 137 is explained in the revised draft Terms of Reference. The limit for Queen Camel for 2021-2022 is £5744.
- The Clerk provided guidance on remaining quorate if too many Members declare an interest. For this meeting it was agreed to provide a dispensation in the interests of the community.

**CB 11/06 Council's feedback and decision on the idea of using a single amalgamated application form for all types of grants and donations**

At the last parish council meeting this item was deferred and will be raised again at the parish council meeting on Monday 15<sup>th</sup> November 2021.

**CB 11/07 Opening up and Reconnecting Communities Fund Application**

QCPC were successful in both rounds of this grant, with £1500 in the first phase and £3500 in the second phase making a total of £5000. The money will be held in the Community Benefit Fund.

The £5000 will be used to reopen the Community Lounge, including weekly events, wheelchair purchases, mini bus hire for outings and folding chairs for outdoor seating. A meeting is being set up to kick off the project and members of the Panel are invited to attend.

AFTERNOTE: The money must ALL be spent by end of May 2022 and a report made in June 2022.

**CB 11/08 To consider the funding of two defibrillators from the charity London Hearts**

One at the Memorial Hall and the other on the exterior of the Pavilion in the Playing Field.

Members discussed the applications. There are disadvantages with siting the defibrillator on the Pavilion (such as it being a remote location to find after dark), but it was agreed that the Playing Field Committee should be trusted to decide the best position for playing field users.

It was noted that both the Playing Field Committee and the Village Hall Committee would bear the costs of on-site installation and electricity costs. Application can be made to the parish council for donations to cover maintenance bills (such as batteries and replacement pads) as they occur.

The opportunity was taken to trial using the Marking Grid as a means of recording the discussion and decisions. As a result the Marking Grid will be amended by the clerk.

**It was RESOLVED to recommend that the Parish Council should approve purchase of the two defibrillators from the Community Benefit Fund to be donated to the two organisations.**

**CB 11/09 To consider funding for replacement of Queen Camel Playing Field play equipment**

Members decided to defer making a decision. The reasons were:

- The application is for the maximum amount, but the present form does not request all the information that the Panel felt they wanted in order to make a decision for such a large request. A rewrite of the application on the new form (once approved) is necessary. The original Application would be held in reserve.
- This is the first major application for the Panel and they felt that the Fund was not yet well known within the village. They would be happier if they felt that it was not just organisations already in the know who were applying.
- It was felt that this decision was not urgent and could wait until the last quarter of the year when the management structure for the Playing Field would be resolved.

**CB 11/10 Council's decision for the Clerk to act as administrator to the Panel.**

This has been agreed by the Parish Council.

**CB 11/11 AOB**

- Members were requested to review the Neighbourhood Plan actions. Clerk to circulate.
- Disseminating information about the Community Benefit Fund to the community will be progressed by Members with support from the clerk.

**Dates of meetings**

- Parish Council meetings will take place on 15<sup>th</sup> November 2021 and 20<sup>th</sup> December 2021
- The Community Benefit Panel will meet on Wednesday 5<sup>th</sup> January 2022

The meeting closed at 21.00

**Elaine Owen, Parish Clerk**

Signed..... (Chairperson)

Date.....