

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held 3<sup>rd</sup> April 2019

Cllr Shaun McMillan - Chair  
Cllr Mark Bennett  
Cllr Coleman

Cllr Raymond Bailey  
Cllr William Mannering  
Cllr Tony Cawley  
Clerk, Kim Duller

**11 Members of the Public**

### Public Forum:

**Chinnock Chase Saturday 18<sup>th</sup> May 2019:** Mr Damian Hart gave a presentation on the progress of Chinnock Chase on 18<sup>th</sup> May 2019 to raise funds for the West Chinnock School new library. He explained that the committee hoped that it would be a really inclusive community event which didn't just include the runs, but also an evening party with a hog roast, live bands, a silent auction and a raffle. Mr Hart stressed everyone was welcome to come and join in the fun. It is hoped it will become an annual event. He continued by saying he thought that the route had been finalised and landowners happy. There was a query as to whether the route details had been received by Cllr Coleman which Mr Hart agreed to follow up. Parking for runners and visitors will be in the field off of Lower street between the road and the rec and volunteers will be able to park on the hard area on the rec itself. The Chair reiterated that no parking should take place on the grass at the rec and also that there should be a plan B for parking if it was inclement weather. The event has now been fully accredited and a full risk assessment had already taken place and another one will be undertaken the week before the run. St John's Ambulance will be based at the rec and a number of first aid trained volunteers along the route. Finishing his presentation, Mr Hart asked for Councillors and members of the public present, to consider volunteering at the event and "spreading the word".

**Burned Out Caravan A356:** SSDC Cllr Ric Pallister explained that Sally Nash had been chasing SCC on this matter and that he would get back to the PC on progress.

### Allotment Committee to advise Parish Council of possible dates to hold a meeting for agreement.

**19/551**

**Apologies for Absence:** None

**19/552**

**Declarations of Interest:** Cllr Tony Cawley, Allotments.

**19/553**

**Minutes of the Parish Council Meeting held on Wednesday 6th March 2019:** Agreed as being a true record of the meeting.

**19/554**

**Matters Arising (Other than those on the Agenda):** None

**19/555**

**County Councillors Report:** No apologies received, however had been sent via email to the Clerk at 6.09pm.

**19/556**

**District Councillors Report:** Cllr Ric Pallister updated progress on the CAT transfer. He explained where the confusion had arisen was that the CAT forms were designed for property transfers and not land and that he hoped he could still organise a simpler transfer than was being proposed using the current paperwork. There was some discussion on the lease, which Ric thought didn't exist. Previous PC Chair Neil Cochran explained that he was sure there was one in place and would seek to find it. Ric thought this could be the case as some documents had not been successfully transferred onto the new digital storage system at SSDC and feared some were lost. Transformation has taken longer than the 3 months originally planned and a number of services have struggled as a result, in particular planning and customer service. The Chair gave a vote of thanks and made a presentation to Ric for his continuous service and support to the PC and the residents of West & Middle Chinnock for 20 years. All Members and the public present wished him well in the future.

19/557

**a. Planning Applications:**

- i. **19/00532/LBC: External alterations to raise the height of 2 NO. chimney stacks and alterations to living room fireplace, Court House, Lower Street.** The owner had been asked to resubmit original plans by the LB planning officer. **Parish Council Members had no observations or comments to make.**
- ii. **19/00355/FUL: Installation of 8KW photovoltaic solar array, The Barns, Lower Street:** Parish Council Members discussed the application and whilst some concerns were raised on the positioning of the panels, it was agreed that the plot size was large enough to sustain the panels and the need to have the panels south facing meant that there was no other suitable location to have them sited. **Clerk to check if Breech Farm has been consulted and to report to SSDC planning no comments or observations on behalf of the Parish Council.**
- iii. **Lay by Hollowell Hill:** The Clerk had received a number of queries regarding the creation of a lay by on Hollowell Hill and the posts which have been put up. **SSDC have advised the Clerk they will follow up.**

**b. Applications since Time of the Agenda:** None

**c. Determinations since Time of the Agenda:** None

19/558

**Finance:**

- a. It was resolved with all in favour to pay the Clerks 4<sup>th</sup> Qtr expenses of £162.12
- b. To update the Asset Register and Risk Assessment: It was resolved by all that this would be postponed as the formation of a new Parish Council would impact on the level of Risk.
- c. It was resolved by all to draft the new Parish Budget in April for agreement at the May 8th 2019 Parish Council Meeting: Clerk to organise with Cllr Bennett and Cllr McMillan.
- d. It was resolved by all to accept the year end accounts at the May 8<sup>th</sup> Parish Council Meeting after the internal audit during April/May.
- e. To pay any routine or previously agreed invoices: It was resolved by all, following confirmation from Cllr Mannering to pay £215.40 to Somerset Landscapes for the grass cutting at the Rec during March and grass cutting at the bus shelter and allotments. It was noted the triangle had not yet been cut due to the daffodils still being in bloom.

19/559

**Allotments:**

- a. **Contract renewal and rent requests.** The Clerk confirmed it was difficult to know who had paid via Bacs as the bank statements had not been received and that over 80% of contracts had been received in the last 4 days of April 2019.
- b. **Setting up a meeting with the Parish Council and Allotment Representatives:** The Chair explained this would be set up once the new Parish Council had been formed.

19/560

**Matters arising from the April 2019 Meeting:**

- a. **The Haunts: Creation of Parking Space on Public Highway:** John Nicolson from Highways had been back in touch and confirmed this was not a Highways issue. It was agreed that as neither Yarlington nor Highways were prepared to take responsibility, a joint site meeting between Yarlington, SCC and the Parish Council be organised by the Clerk.
- b. **Pot holes self-maintenance:** The Clerk to ask SCC Chief Executive whether SCC had considered the self maintenance scheme for Somerset.
- c. **Grill Over Well, Higher Street: Next review June 2019.**

- d. **The Knapp: Cllr McMillan:** Cllr McMillan had contacted the owner. The owner confirmed it was a temporary repair and is currently looking at a number of options including putting a complete new drive in. No timescale was given, however Cllr Mcmillan confirmed he would agree a timescale before he steps down from office.
- e. **Dog Fouling: Cllr Mannering:** It was resolved by all to leave the existing dog/general waste bins where they are. Cllr Cawley agreed to cut the hedge back at Layne Terrace so that the bin was clearly visible.

19/561

#### **Reports & Correspondence:**

- a. **Highways and Drains:** Report on any new issues: Cllr Bennett confirmed some work had commenced on repairing potholes. Cllr Coleman confirmed that the drains had been suctioned at Broadstone farm and pot holes filled. Cllr Cawley reported the metal drain had broken again on Higher Street and this had been reported.
- b. **May Elections: Clerk:** The Clerk circulated guidance for Councillors and confirmed that although the maximum number of Parish Councillors allowed was 7, the PC would be quorate with 3. The Clerk had not received any information on whether a election would have to take place. The appointment of the new Chair and new Parish Councillors will take place after the May Annual Parish Meeting as the first agenda item on the Parish Council meeting.
- c. **Somerset Wood. Donation Request:** Following on from the March meeting, it was suggested that some form of monument could be created as part of the recreation ground development.
- d. **Dog Fouling Middle Chinnock:** Following resident concern regarding the number of dog poo bags left at the entrance to a commonly walked walking routes, the Clerk was asked to investigate the cost of having a multi-purpose bin and collection from Middle Chinnock.
- e. **Publicity Code for Parish Councils:** Previously circulated by the Clerk via email.
- f. **Response to Cemetery Query:** The Clerk had received a request from the PCC regarding correspondence with Peter Thomas. The Clerk and Cllr Mcmillan confirmed that whilst the Parish Council had discussed the future potential shortage of space at the cemetery, there had been no formal correspondence with Peter. The Clerk also confirmed that as a result of the informal discussions she had carried out a piece of research looking at how other Parish had managed the situation. No action was taken at the time and it was resolved by all that there was no need to take any action at the current time.

19/562

#### **Correspondence Received Since time of Agenda:**

- a. Cllr Cawley raised a complaint regarding the actions of an Allotment holder. He was asked to put details of the complaint in writing to the Clerk so that it could be investigated further.
- b. The applicant from planning application **19/00026/FUL Erection of an agricultural barn and 3 Poly tunnels asked if he could speak.** Cllr McMillan agreed. The applicant explained that he would like to talk through the plans and address any issues the Parish Council or any residents has with the application and would be willing to show anyone who has any concerns around the site to explain what they are doing and their intentions. The Chair explained that the comments and observations the PC had already been submitted and were based on planning law and guidance received from SSDC, in particular the change of use and that any submissions from residents are also logged with SSDC on the planning portal. Cllr McMillan thanked the applicant for taking the time to come to the meeting.

c. **Post Boxes:** Cllr McMillan confirmed he had written to Royal Mail regarding the poor state of the post boxes and asked them to paint them.

**The meeting ended at 8.45pm**

**Annual Parish Meeting Wednesday 8<sup>th</sup> May 2019 – 7.00pm**

**Parish Council Meeting 8<sup>th</sup> May 2019 – 7.30pm**

**Village Hall**

**Everyone is Welcome to Attend**