

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held 4th December 2019

Cllr Mark Bennett - Chair
Cllr Oliver Patrick
Cllr Tony Cawley

Cllr William Mannering
Cllr Neil Tinkley

Clerk: Kim Duller

**6 Members of the General Public
SCC Cllr Anthony Vaughn**

Public Forum: The Chair confirmed that the meeting would be recorded. Tom Jones presented an update on the children's play area shared by the community and the school, which historically the PC had made a financial contribution of £500.00 per annum. The Parish Council were in principle, in favour of reinstating the funding of £475.00 which represented two thirds of the cost the funding of caretakers costs for the opening and closing, although there was still a reliance on volunteers from the community out of school hours. Both the school and the PC have been generous in the overall maintenance and upkeep of the equipment and in particular a recent refurbishment. It was agreed the playground should remain open all year round for the benefit of the community and other local villages to access. Tom stated that the Association would still remain to ensure that it raised funds for on-going maintenance. The Chair and Members requested that the funds for the caretakers' costs be raised via the precept. It was agreed to hold an extraordinary meeting in December to discuss a re-forecast precept request, which is due to SSDC on 31st December 2019. The next payment is due on or around September/October 2020. It was agreed that the funding would be paid to the play ground association. A new representative from the PC would be required to sit on the association with the resignation of Cllr Mannering. Cllr Patrick agreed to take his place and would be voted on formally at the February PC meeting. Mr Vout apologised to the Clerk in reference to a recent Allotment site meeting. The Clerk accepted his apology. The Chair thanked Mr Vout for his apology.

19/640 **Apologies for Absence:** Cllr Coleman and Cllr Griffiths.

19/641 **Declarations of Interest:** Cllr Tony Cawley, Allotments. Clerk and Cllr Bennett Recreation Ground Development Committee.

19/642 **Minutes of the Parish Council Meeting held on Wednesday 6th November 2019: Minutes agreed as being a true record of the meeting & signed.**

19/643 **Matters Arising (Other than those on the Agenda):** None.

19/644 **County Councillors Report:** No apologies had been received from SSC Cllr Keating.

19/645 **District Councillors Report:** SSDC Cllr Vaughn apologised for not having attended the last two PC meetings due to work and family pressures. No full Council this month due to the election, next one moved to 19.12.19. Cllr Vaughn encouraged everyone to vote at the election to ensure democracy is maintained. No progress on communication between SSDC and its customers. Common complaint from all parishes and frustration by Cllr Vaughn that he is also unable to get hold of a "person" in a relevant department at SSDC. He explained he will try and champion the problems. SSDC say they are aware of the issues and are addressing them, however Cllr Vaughn has not been able to get answers from anyone at SSDC. He is also reviewing the decision to stop printing large plans/drawings from the planning department and will update at the next meeting. Cllr Vaughn left the meeting at 8.15pm.

19/646 **a. Planning Applications: None had been received at the time of agenda.**

b. Applications Since Time of the Agenda: None

c. Determinations Since Time of the Agenda: None

19/647

Finance

- a. Somerset Landscapes Query Historic Invoices: Clerk to action over the Christmas break.
- b. It was resolved to pay Somerset Landscapes September/October Invoice £294.90 inc VAT. All in favour. It was noted that a decision needs to be made at the February meeting for a new Member to take the place of Cllr Mannering for overseeing the approval, prior to the meeting of the Clerks expenses, salary and checking that the work carried out by Somerset Landscapes corresponds with the invoice.
- c. It was resolved to pay SALC £50.00 for Councillors essential training for Cllr Patrick and Cllr Tinkley. All in favour.
- d. It was resolved to pay £60.00 for Chairman's training which had taken place for Cllr Coleman and Cllr Bennett. All in favour.
- e. It was resolved to pay the Clerks Salary for 3rd Qtr, Net £1119.32 which included overtime hours for September, October and November 2019. Approved by Cllr Mannering. All in favour.
- f. It was resolved to HMRC PAYE £279.87. All in favour
- g. It was resolved to pay the Clerks Expenses, approved by Cllr Mannering All in favour.
- h. To Pay any Routine or Previously Agreed Invoices: None.

19/648

Allotments:

- a. The Chair reminded Cllr Cawley that he is unable to contribute to any Allotment discussion due to a declared conflict of interest.
- b. **Inspection Results:** The Chair stated that the PC is still very supportive and keen to move forward with devolution of management, however that it cannot happen until all of the current plots are bought back to the agreed tenancy agreement standard. It was resolved to ask the Clerk to write to Allotment holders to explain that all plots should be reinstated to the terms of the tenancy agreement by 31 March 2020, which gave the tenants 3 months to comply, including the option to take a smaller plot if they would prefer if they are unable to cope with the existing size of plot. No immediate action will be taken on those plots which had previously been noted as non compliant and these plots will be subject to the same review as everyone else at the beginning of April 2020. Allotment holders should be encouraged to speak to the PC if they have any concerns or queries. The Chair encouraged further discussion with the proposed new allotment committee on whether the current size of the plots are too big and maybe smaller plots would encourage a wider age range from the community. It was agreed that the site needs re-surveying and plots clearly re marked out and numbered, including path access.

19/649

Matters arising from the October 2019 Meeting:

- a. **Purchase of the Recreation Ground:** The SSDC solicitor handling the transfer is leaving, but has been helpful. The PC needs to engage a conveyancer to handle contracts on behalf of the PC. Clerk to get 3 quotes. The Chair estimated a total of £2K in total fees including SSDC legal fees and the PC fees. This is £1000.00 more than originally anticipated and needs to be included in the new budget.
- b. **Pot Holes Self-Maintenance:** Cllr Tinkley explained that SCC won't consider until the new year.
- c. **Grill Over Well, Higher Street:** The Chair agreed to sketch some designs for the February meeting which the Clerk will circulate and should also be able to organise laser cutting a new one. Cost to be agreed before work takes place. The Chair thought that someone had requested some writing on the cover, but Members had no recollection of this. **(Standing item).**
- d. **BT Phone Update:** Cllr Patrick shared 3 ideas so far, library, fruit and veg help yourself and a milk vending machine. Contracts need to be signed. Of note in the contract;

likelihood of lead paint on the box, so when rubbing down we need to be careful; 12 months to submit a planning application which Cllr Patrick will do; qualified electrician to do the electrical works and emergency services contacted to let them know it is no longer a working phone. Cllr Tinkley shared an idea from a previous project he had worked on where a parish map was put up in the box, along with all of the footpaths marked on it, and history of the village.

- e. **VE Day 75th Anniversary 2020:** A meeting is taking place on 12th December to get village organisations and individuals together to discuss and share ideas for events over the weekend. Currently being advertised around the village and on the website. Suggestions that the poster is in the village Hall on the night of the election.
- f. **Community Grant SCC Update:** Submitted by the Clerk for village breakfast as no other bids were put forward by the community. **Decision has been put back until after Christmas due to election.**
- g. **Riverbank Collapse, Bow Bridge:** Likely that no further works will take place now since the large water filled containers have been placed in the road, with additional signage and road works cautionary advice. Opposite the site, where large vehicles and tractors are using the road, the verge and ditch is now also being compromised. The Chair reported the PC has done as much as it can in terms of due diligence and the PC will have to wait until works take place. Cllr Cawley commented that he has spoken to someone at Merriot PC, however they have heard nothing back from SCC either.

19/650

Reports & Correspondence:

- a. **Highways and Drains Standing Item:** Cllr Cawley has new maps. No further action in the village, except marking has taken place around holes at Little Silver, reported by the PC and the residents. The drain was also blocked with what looked like top soil and this was cleared. The Chair expressed frustration at not being able to access any form of progress check after information has been reported on the website link and felt that the situation is all hit and miss.
- b. **Winter Gritting: Bin Levels: All filled.** Cllr Cawley mended the bin at the top of Poop Hill. The Chair confirmed there are still bags available for supplementing road clearance at Lower Street, Poop Hill, Middle Chinnock and Ridgway.
- c. **Report of Van Being Damaged on Hollowell Hill:** The Chair commented that this was probably due to speed and confirmed the Clerk was still carrying out research on how other villages are managing issues with the increased risk to other road users caused by high speed. Concerns are the “policing” of speed. The general consensus was that the speed limit should be 20.
- d. **Review of Existing Tree Policy:** Cllr Patrick commented that other PCs are also considering tree policies including Ash, Martock and Chisleborough. The policy has been circulated to Members and it was resolved that it should now go out to consultation with residents. A link needs to be set up on the Website, put up on the village notice board and also mentioned in the Parish Magazine. Cllr Coleman to be asked to give to the School. **Time limit for consultation prior to February meeting.**
- e. **Hill View Close Footpath Hedge:** Cllr Bennett has spoken to the complainant and confirmed that he is satisfied now that the hedge has been cut back.
- f. **Waste Bin Middle Chinnock:** Further to recent correspondence the PC is considering the proposal for a green bin to be purchased by the residents of Middle Chinnock to replace the red bin. **Members resolved that the bin should be at least the same volume as the previous bin, a minimum of 50 litres.** The Clerk is currently having discussions with Glasdon regarding the suitability of the “Fido” bin as a multi-purpose bin and exact confirmation of the signage which Glasdon currently uses for multipurpose bins. **It was resolved that the Clerk should purchase a new multi-purpose red super tri-line bin in the recreation ground to replace the broken dog waste bin. Proposed Cllr Mannering seconded Cllr Cawley.** All in favour. When the red bin originally planned for Middle

Chinnock is returned, it will be used to counter litter and dog waste issues in an alternative road side location, subject to collection by SSDC.

- g. **Football Club Line Paining Machine:** Application put in by the football club, supported by the PC, successful.
- h. **Yarlington Land Purchase:** It was resolved to purchase the land as long as the cost is under £3000.00. Proposed by Cllr Patrick, seconded by Cllr Tinkley. Clerk to contact Yarlington to confirm.
- i. **Railings in Ditch Next to Footbridge Recreation Ground:** It was resolved that Cllr Cawley would remove the railings and dispose of them as they are a potential hazard.
- j. **Waste Collections Christmas Period:** Clerk to put up on the notice board.
- k. **Temporary Road Closure Scotts Way, January 2020:** Clerk to put notice on the Parish Notice Board, in the Parish Magazine. Already on website. Clerk advised that the date for works is 27th January 2020.
- l. **Report of Suspicious Activity on Land, Holloway Hill:** Cllr Patrick reported to the owner of the land that he had seen lights on the land at approximately 9.00pm and the police were called. Clerk to contact Ben, local PCSO to see if it was followed up.
- m. **NALC Smaller Councils Committee Vote:** Clerk to circulate, Cllrs to vote if they choose to.
- n. **Consultation: Strengthening Police Powers to Tackle Unauthorised Encampments: It was decided not to respond at this time.**
- o. **Somerset Pollinator Action Plan SCC.** Part of environment strategy, a request for contact details. Clerk to forward to Members. Cllr Patrick to be main point of contact.
- p. **Accessing Planning Digitally at SSDC:** Clerk to forward to Cllr Patrick and Cllr Tinkley for information and to sign up.
- q. **Notice of Election Agents:** For information, Clerk has put up on village notice board.
- r. **Cllr Training Feedback:** Planning training quite cynical, PC just a statutory consultee, and has very few powers. Councillor training, good. Clerk to follow up handouts from planning training.

19/651

Correspondence Received Since time of Agenda:

- a. **Decision:** Needs to be made on who will take over website from Cllr Mannering at February meeting.
- b. **GDPR:** The Clerk has arranged for Members to each have their own PC email address. A date will be organised in January for a computer specialist to visit all Members individually to set up an address and support on accessing it. Need to consider how to support Cllr Cawley accessing email.
- c. The Chair formally thanked Cllr Mannering for all of his support as a Parish Councillor as he and his wife were leaving the village in the next couple of months.
- d. Clerk to advertise co-opted vacancy for Councillor in Parish Magazine, on the website and also notice board.

Next Meeting Wednesday 5th February 2020. (No meeting in January 2020).

7.30pm in the Village Hall

