

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting Wednesday 2nd December 2020 - Virtual Meeting

Cllr Bennett - Chair
Cllr Collins
Cllr Tinkley

Cllr Coleman – Vice Chair
Cllr Dewsbury
Cllr White

Clerk: Kim Duller

3 Members of the General Public

Public Forum: It was agreed to discuss Dug outs under the Dug out item 10 l.

20/749 Apologies for absence: Cllr Cawley due to COVID-19 and lack of access to technology.

20/750 Declarations of interest: Cllr's Bennett, Coleman and Clerk, Recreation Ground Development Committee. The Clerk, legal transfer of the Recreation ground. Cllr Bennett, item 10.h Triscombe, Higher Street. Cllr White item 7 i) and Football club discussions.

20/751 To approve and sign as correct the Minutes of the Parish Council Meeting held on 04.11.20. Resolved: That the Minutes of the Parish Council Meeting held on 04.11.20 as previously circulated were taken as read and being a correct record. To be signed after lockdown.

20/752 Matters arising, not on agenda:

- i) **Oil Spillage:** Appeared on 28.11.20 through the village on the road, suspected from a large vehicle between the A356 Chiselborough and A30 Yeovil road. The matter was reported to both highways and the environment agency and a number of other agencies.
- ii) **Gathering at the Recreation Ground to sing Carols;** Under Tier 2 lockdown, this is would not be allowed and normal government guidance stands. Clerk to publish guidance on gatherings on Community Website and Facebook.

20/753 County Councillors report: Report not received.

20/754 SSDC Councillors report: Report received & circulated. SSDC potentially considering buying Yeovil Town FC ground. COVID Response ongoing, business grants still open, but smaller in this lockdown. There is no more Government money as we come out of lockdown and the funding from SSDC is now discretionary. Planning permission for 12, Ridgway has been approved by SSDC planning. SSDC Cllr Patrick confirmed his very strong objection to the planning application, and explained he had been advised it would fail at appeal as nothing conflicted with planning law. Smiths Hill SSDC report has been updated but not official yet. Clerk to circulate when the report arrives.

20/755 Planning:

a. **Applications since time of the agenda: None**

b. **Determinations since time of the agenda:**

- i) 12 Ridgway, West Chinnock has been approved see item 20/754. The Chairman confirmed the Parish Council, like SSDC Cllr Patrick, also objected to the planning application
- ii) Smiths Hill, status as noted in 20/754 from SSDC Cllr Patrick.

c. **Planning enforcement: None.**

d. **Planning queries:**

- i) **Shiredown:** Cllr White confirmed that a planning application has been submitted and waiting is waiting for confirmation. Cllr White will keep the Parish Council updated.

Finance:

- a. **Resolved:** To pay Qtr 3 Clerks salary £940.00. **All in favour. Noted:** December hours may be higher than normal due to extraordinary items.
- b. **Resolved:** To pay Qtr 3 PAYE £235.20. **All in favour**
- c. **Resolved:** To pay Battens Solicitors £420.00 part payment of fees to act for West & Middle Chinnock Rec Purchase. **Proposed Cllr Bennett, seconded, Cllr Dewsbury. All in favour.**
- d. **Resolved:** To pay Children's Playground agreed costs £475.00. **All in favour.**
- e. **To acknowledge receipt of Greatfields Rent 20/21 £200.00. Noted.**
- f. **To pay any routine or previously agreed invoices: Resolved:** Clerk to pay invoices which are "normal" Parish Business by delegated powers during December and January 20/21

Allotments**Update:**

- i) Confusion by tenant on plots 14 & 15 understanding of agreement to retain ½ a plot after originally being asked to vacate the plots. This has now been rectified.
- ii) Allotment holders explained that they did not know what had been agreed at the last PC meeting and therefore whilst it had been agreed by the PC that it was the responsibility of the PC to clear, finance and reinstate the plots to a cultivatable state, as previously discussed with JC/Clerk, the Tenant from plots 14 & 15 had turned the plots with a tractor, therefore digging the weeds back in. SLL had been asked to quote to remove weeds and went to inspect the site in order to prepare a quote, however have explained they would not be able to rectify the weed growth situation now that the weeds have been ploughed in, until at least the spring.
- iii) **Resolved:** The PC all agreed that there was a need to move forward with the plan which had been agreed at the October PC meeting which included costed drawings and plans, the development of 4 starter plots for new tenants to attract a wider section of the community as Allotment holders; financed by the PC and the creation of two ¼ plots for the 2 applicants on the waiting list. This is in line with the National Allotment Society Guidance.
- iv) **Resolved:** Cllr Collins to take over joint responsibility for acting as the PC representative for the Allotments with Cllr Tinkley.
- v) **Resolved:** Inspection of Allotments to take place a.s.a.p. Date TBA by letter to Allotment holders.
- vi) **Communication with Allotment holders.** It was discussed at length that communication with Allotment holders has been difficult, with confusion caused over mixed messages. It is vital that everyone has the same information at the same time. The PC has very keen to have a positive relationship with all Allotment holders. **Resolved:** All PC communication will be sent out to Allotment holders via email, or in exceptional circumstances by hand delivery.
- vii) **Resolved:** An update letter will be sent out to all Allotment holders by Cllr Tinkley when the Minutes are published. Letter to include update on role of Cllrs Tinkley and White, confirmation of plans moving forward, explain that regular surveys will take place in order to take on board everyone's views and update on news.
- viii) **Resolved:** In order to move forward positively and accepting that currently the self management and formation of a Management Committee has not moved forward that in the meantime, the PC will continue to manage the

Allotments working very closely with all Allotment holders, ensuring everyone's views are heard.

- ix) It was discussed that there had been a mis-communication regarding community space on the Allotments, which had been the cause for concern. Members confirmed that consideration may be given to a community style space at the top of the Allotments next to the youth shelter and that the starter plots planned for the main Allotment space would be managed as tenanted Allotments, however specifically as starter plots to reach out to the wider community.

20/758

Matters arising from the October 2020 meeting:

- a. **Footpaths:** Ongoing Clerk. 2 more outstanding issue reports have been actioned which now leaves 3 outstanding, including disabled access at the Recreation Ground on Lower Street side of the Rec. **Action:** Clerk to speak to contact new Officer and establish likelihood of action being taken on improved disabled access at Rec. Footpaths to be moved to work plan. Cllr White commented that the footpaths hedges are not being trimmed. It was discussed this is the responsibility of the landowners and the Clerk is happy to contact relevant landowners. The Chair confirmed that Cllr Cawley has been helpful in clearing hedging in the past.
- b. **Recreation Ground Spiking:** Completed.
- c. **Recreation Ground, adjacent field written permission for steps:** Still no confirmation from Cllr Cawley. **Action: Clerk to contact Rob Honeybun.**
- d. **Great Tree Giveaway:** Delayed by SSDC due to COVID situation and concern over collection. 50 trees are being allocated to West & Middle Chinnock. **Clerk to keep everyone updated.**
- e. **Smokey Hole Trees overhang:** Reported to SCC Highways, waiting for confirmation result of inspection.
- f. **PC representation on children's playground committee:** **Resolved:** Cllr White to represent PC.
- g. **Opening of Recreation Ground Gate:** **Resolved:** Gate to be opened 24/7 and situation kept under review linked to status of COVID lockdown position at any given time. Gate to be unlocked either by Cllr Bennett or Cllr Cawley. **Proposed Cllr Dewsbury, seconded Cllr White. All in favour.**
- h. **Triscombe, Higher Street:** Cllr Bennett left the meeting and Cllr Coleman took over as Chair. Fences have been erected. Cllr Tinkley to write tenant to arrange a meeting to propose a potential of joint meeting. Cllr Bennett to be asked to provide name details of tenant. No resolution made. Potential safeguarding query noted.
- i. **Locality Officer SSDC:** Clerk has contacted Locality Officer Lead to ask for further information on role of Locality Officers, and to find out how they may be able to work with the PC. In the meantime the Clerk has been working successfully with Rob Allen, a Locality Officer based at SSDC with regards to the Dug outs. The Clerk thanked SSDC Cllr Patrick for providing direction and support on contacting SSDC.
- j. **Councillor Training:** Clerk has organised training. Planning training was well received. **As a result of the planning training Cllr White volunteered to become the joint Councillor lead with Cllr Tinkley on all planning applications and planning matters. Resolved.**
- k. **BT box renovations:** It was agreed that renovations could take place however Tier 2 restrictions need to be adhered to. **Bus Shelter:** Cllr Coleman commented that as renovations were taking place to the phone box, this would be a good opportunity to carry out some maintenance and varnishing of the bench in the bus shelter as it was looking a bit worn. **Action: Cllr Tinkley offered to take a look and report back on what action needs to be taken.**

- I. Dug outs Recreation Ground:** Neil Cochran explained that the Football Club committee still hasn't discussed the correspondence from the Parish Council. It was confirmed that the Dug outs needed to be removed by the close of play 12th December 2020. After discussion it was agreed the purchase of portable Dug outs would benefit the community using the recreation ground and that the PC would support a grant up to £400.00. It was viewed that portable Dug outs increased flexibility to take away matches and was supported as a way forward by the FA. NC advised the cost would be higher as it needed to include seating and delivery and would cost £623.00. NC explained that the FC finances based on income and expenditure were very tight and the grants received for 2020 did not cover Dug outs. Working balance in bank considered low by NC. The Clerk confirmed that the maintenance grants available from the Somerset FA for local footballs clubs had currently ended. **Resolved:** The Parish Council will give the football club a maximum grant of £650.00 toward the purchase of Dug outs, seating and delivery costs with the caveat that the FC remove the Dug outs by the 12th December 2020. **Proposed Cllr Tinkley, seconded Cllr Coleman. All in favour.** NC thanked the PC for the generous offer, however explained he still personally did not believe that portable Dug outs are a good solution; however he needed to have a conversation with the Committee. The Chair explained that the PC was still in favour of further discussions taking place regarding shelters at the Rec as part of the Rec development. The Clerk suggested it may be helpful for the FC speak to Rob Parr at Somerset FA relating to latest guidance on Dug outs at grass roots level. The Chair reiterated this is a Health and Safety issue and the Dug outs need to be gone by the 12th December 2020.
- m. Proposal to refuse badger culling on SSDC land, received from SSDC: (Previously circulated):** It was **Resolved** that as this was an on-going national agenda item, that the PC did not have enough information to take a vote on and would therefore abstain on this occasion.
- n. Standing Orders:**
- i) **West and Middle Chinnock Standing Orders: Resolved: to accept. Proposed Cllr Coleman seconded Cllr Dewsbury. All in favour.**
 - ii) **Complaints Policy: Resolved: to accept. Proposed Cllr Coleman, seconded Cllr Dewsbury. All in favour.**
 - iii) **Social Media Policy: Resolved: to accept. Proposed Cllr Coleman, seconded Cllr Dewsbury. All in favour.**
- o. Corona Virus: Feedback: Chair**
- I. Local response: COVID 19 community support group are still supporting any residents. Now in Tier 2.
 - II. Direct legislative impact on Parish Council: Guidance as per previous lockdown.
 - III. Recreation ground: Guidance as per previous lockdown. No further signs needed at the Rec unless there are further changes.
 - IV. Concerns at local level: It was noted that rural village cases are still low; however Yeovil was still experiencing an increase in cases. The Muddled Man pub is re-opening, serving food and drink under the Tier 2 restrictions. Current government guidance at local football matches for spectators no "gatherings" and maximum of groups of 6. NC as COVID officer takes responsibility for briefing visiting teams and entourage.

20/759

Reports & Correspondence:

- a. Parish Work Plan:** The plan has been updated and circulated.

- b. **Somerset Climate Emergency Fund Update:** The Parish Council remains supportive of this agenda item however currently doesn't have resource to manage expectations. A scheme has been proposed whereby small rural parishes such as W&MC contribute a fixed amount to receive support. **Resolved: To consider the wider agenda as part of precept planning and review activities which other Parish Councils were undertaking. Clerk to find out more information regarding the "shared" scheme.**
- c. **Highways and Drains Standing Item:**
- i) Smokey Hole Lane and Smiths Hill, pot holes all filled.
 - ii) Drain Cleaning/blockages: The Chair reiterated October Minutes and advised this should be part of precept planning as Somerset County Council are unable to fund cleaning to the level which is required in West & Middle Chinnock. The Clerk confirmed that the next cleaning cycle should be within the next 6 months. Cllr White confirmed that drains in Middle Chinnock had been blocked last year and a house flooded. The PC was unaware of this incident. The drains were cleared as a response to the problem, however had been notified by a member of the public. **Action: Cllr White to send details of the flood to the Clerk. Action: Clerk to follow up on the Middle Chinnock flood with SCC highways.** Cllr White raised concerns regarding the flooding of ditches. It was confirmed that this was the responsibility of Land Owner; in the case mentioned, it was believed to be Lady Antrim. **Action Cllr White to get more information from PG regarding flood from blocked ditches and update Clerk Action: Clerk to speak to SCC highways once information is received.**
 - iii) **Cracked drain reported on Lower Street going up towards the pub. Resolved: Cllr Bennett to inspect and report.**
- d. **Jonathan Naughton Correspondence:** The PC thanked JN for his correspondence which will be considered as part of the precept planning meeting.
- e. **Date of Precept Planning: Resolved:** Meeting to take place on Monday 14th December 2020 at 7.30pm. Clerk to organise, including sending out agenda and relevant papers in advance.
- f. **Online Scams:** Clerk to update Parish Social media and magazine with latest guidance.

19/760

Matters for the 3rd February 2021 Agenda

The Chair thanked Members, the Clerk and residents for their support during 2020 and wished everyone a happy Christmas. Zoe Grainger thanked the Parish Council and Clerk on behalf of residents for all they do and keep the villages running smoothly.

Next Meeting Wednesday 3rd February 2021

7.30pm Village Hall or Remote Meeting – to be advised

Meeting closed 9.35pm

