

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held on the 7<sup>th</sup> February 2018

Cllr Shaun McMillan - Chair  
Cllr Tony Cawley  
Clerk, Kim Duller

Cllr Raymond Bailey  
Cllr Mark Bennett  
Cllr Phillipa Coleman  
**3 Members of the Public**

**Public Forum:** a) Report that there is car repairs being undertaken on the highway between Rickhay Rise and Hill View T Junction. The Chair reported that the Parish Council does not have legal jurisdiction over Road Traffic Offences and that any member of the public who is concerned should report their concerns direct to the police for them to investigate.

**18/407 Apologies for Absence:** Cllr Bill Mannering.

**18/408 Declarations of Interest:** Cllr Cawley, allotments. Cllr McMillan, dog fouling complaint.

**18/409 Draft Minutes of the Parish Council Meeting held on Wednesday 6<sup>th</sup> December 2018:** Agreed by all Members and signed by the Chair as an accurate account of the meeting.

**18/410 Matters Arising (Other than those on the Agenda):** None

**18/411 County Councillors Report:** Monthly SCC newsletter from Mark Keating previously circulated.

Members reported the following issues: i) Signs facing the wrong way at the bottom of Snails Hill junction with A356, which is considered highly dangerous. ii) Previously reported signs which have been damaged have still not been repaired. iii) Flooding on the A356 is still causing issues. **Action: Cllr McMillan to give exact location details to Cllr Keating.**

**18/412 District Councillors Report:** Governments final local finance settlement imminent with no cuts to services forecast. The budget needs to be a balanced budget and £5.00 will be added to Council Tax.

**18/413 Planning Applications:**

- a. **17/03546/FUL Applegarth, Eastfield Lane, Middle Chinnock:** A photomontage had been received; however there were still issues to be discussed regarding the height and location of the property on the site. **Action: Clerk to re-circulate photomontage and organise a site meeting before the next Parish Council meeting in order to clarify outstanding issues.**
- b. **17/04677/FUL Land at 9400 Smiths Hill, West Chinnock:** The Parish Council has submitted observations and comments to SSDC planners and is not in favour of a single plot development due to a number of reasons. *(Full details are contained on the SSDC planning website).* The Clerk reported that there had also been a number of written objections and concerns from local residents. It was noted that the submission of the plans during the period when the Parish Council does not meet (January) was unhelpful and caused a number of complaints from local residents that they had not had enough notification of the plans. **Current status, waiting feedback from SSDC planning team.**

**18/414 Finance:**

- a. **Precept Update:** The Clerk confirmed that the Precept submission had been made to SSDC and this was ratified by members. The amount the Parish Council will receive for the 2018/19 precept is £9,500.00 which is the same amount as requested in 2017/18.
- b. **To Approve Quarter 3 Accounts:** The main 3<sup>rd</sup> quarter accounts were signed off however there was an error with the running year ¾ year total which was queried by Cllr Mcmillan and Cllr Bennett. **Action: Clerk to re-present the running total figures.**

- c. **To Sign Off New Bin for Sandy Lane:** Members asked for a letter to be sent to the land owner to confirm that the bin is being purchased. The final cost of the bin is £142.44 including VAT for a Glasdon 50 Super Trimline HSL litter bin, including a post and fixings. **Action Clerk to write letter to Mr Gibbs and order Bin.**
- d. **To pay Tree cutting invoice at the Recreation Ground – WGTS £372.00 inc VAT. Agreed unanimously.**
- e. **To pay SALC invoice 2017/18 £147.88:** The Clerk explained that the July invoice had not been received for the 2017/18 year, however SALC had continued to offer good support on key issues. **Agreed unanimously.**
- f. **To pay any routine or previously agreed invoices:**
  - **Andy Lewis £30.00 for computer support to the Parish Council. Agreed unanimously.**

#### **18/415 Allotments:**

- a. A complaint had been passed to the Parish Council from an Allotment holder. The Clerk had suggested the Allotment holder address the complaint with the Allotment Committee in the first instance.
- b. Invoices and contracts will be given to the Allotment committee in March for distribution to Allotment Holders and then to be paid in April direct to Clerk. The new system of payments will bring the Allotments financial year in line with the Parish Council Yearly Accounts.

#### **18/416 Matters arising from the December 2018 Meeting:**

- a. **Feedback Community Play Area:** SSDC has kindly agreed to match fund part of the project for the necessary repairs and maintenance; however there is a potential short term cash flow issue. The Parish Council agreed that it could possibly offer a loan; subject to the loan not taking this year's parish spend taken over the auditable threshold of £10k. **Action: Clerk to check threshold and advise PC Members and Neil Cochran.**
- b. **16, Layne Terrace - Tarmac:** Cllr Bennett has spoken to Mike Fear and he has asked his supervisor to re-inspect.
- c. **Highways, Gullies and Drains:** i) Little Silver – **Cllr Bennett chasing** – still no confirmation of agreement to repair. ii) Hollowell Hill drains successfully jetted, although concerns raised that the debris in drains has been pushed down to the drains in Lower Street. **Cllr Bennett to monitor with Lower Street residents.** iii) It was reported that the drains and road at the junction of Poop Hill and the Haunts are blocked and overflowing and the road surface has broken up. **Cllr Bennett to follow up with Mike Fear.**
- d. **Tree at Recreation Ground:** This has been felled and the majority of wood taken away. **Cllr Bailey agreed to remove the remaining wood.**
- e. **Broken Swing Recreation Ground:** Cllr McMillan confirmed this had been dispatched and should be delivered in the near future.
- f. **Recreation Ground/Pavilion – update.** The Clerk apologised for not organising a meeting over the Christmas period due to her broken foot, however would organise one in the near future.
- g. **Improved Disabled Access to the Recreation Ground:** Cllr McMillan is waiting for SSDC to respond after reporting it on the Website. **Carried forward from December 2017. Carry Forward again as SSDC have still not responded to Cllr McMillan.**
- h. **Dog Fouling Recreation Ground:** Following on from the signs which have been put up by the SSDC dog warden, the situation has still not improved. The Clerk is due to speak to the Dog Warden again over other issues. There was some confusion over whether Merriot and East/West Coker recreation grounds were now completely fenced off to dogs or just the children's play areas. **Action: The Clerk to follow up and report back at the next meeting.**
- i. **Land Ownership Hollowell Hill:** The Clerk to ask SSDC to look at the site, as the Parish Council did not feel it had enough legal planning knowledge to determine whether the buildings on the site are compliant under planning law.

#### **18/417 Reports & Correspondence:**

- a. **Village Single Project Application:** No applications for a community capital grant had been made. An application had been received for running costs from The Parish Magazine however the Parish Council could not consider this under the new guidance relating to grants for running costs. Cllrs

discussed that they had already awarded a one of capital sum of £400.00 to the Children's play area and would ring fence the remaining £1000.00 for future capital cost community projects.

- b. **Village Burglaries:** There has been a horse box stolen during the early evening in the village as well as a marked increase in rural crime. The local police are encouraging more rural communities to take part in the Neighbourhood Watch scheme and are willing to come and talk to communities about setting up the scheme. There is a currently one road in the village which has a Neighbourhood Watch scheme and it was noted that residents signing up to Neighbourhood Watch, could reduce their house insurance. **Action: The Clerk to put a notice in the Parish Magazine if any Residents would be interested in setting up a scheme in the villages.**
- c. **Salt at Mechams Corner:** All Members agreed that there should be salt available at Mechams Corner available for icy Roads, including the possibility of siting a Salt Bin. **Action: Clerk to contact the owner of Mechams in the first instance.**
- d. **Dog Fouling complaint - Recreation Ground.** A formal complaint had been made regarding dog fouling in the recreation ground against a dog owner. Having taken advice from various sources the Parish Council are unable to pursue the complaint as they have no jurisdiction or legal enforcements powers. The complaint has therefore been referred to SSDCs Dog Warden to investigate. **Action: The Clerk to highlight the need for residents to report any dog fouling on the SSDC reporting link so that the Dog Warden can investigate and carry out the necessary enforcement measures. In the meantime, the Clerk to discuss pro-active measure and solutions to reduce the amount of Dog Fouling in the village.**
- e. **Purchase of Multi Purpose Bin at Sandy Lane:** The Clerk has spoken to the Tenant farmer who is happy for the bin to be located on Sandy Lane. Cllrs requested the Clerk also write to the Landowner to inform him of the purchase of the new bin. Cllrs hope the positioning of the bin will reduce the amount of Dog Fouling in the vicinity of Sandy Lane, Duck Pool Lane, Highfield and the alley between Hill View and Duckpool Lane. **Action: Clerk to order Bin. Clerk to also highlight in the Pariah Magazine that bagged dog faeces can be put in a normal waste bin, including the Black rubbish bins, however with the recommendation that it should be double bagged.**
- f. **Village Grass Cutting Contract. One Year left of contract:** Cllrs discussed the small increase in the cost of the contract and agreed that this was reasonable. **Action: Clerk to confirm with Somerset Landscapes and to start retendering process in July 2018.**
- g. **SSDC – notice to move to paperless communication: For Information. Noted by Cllrs.**
- h. **Defibrillators:** Launch to take place on 18<sup>th</sup> March 2018. All fundraisers and supporters of the project to be invited. Free training will also be made available. Dates to be confirmed.
- i. **Boundary Reviews Consultation: To determine if this impacts on West & Middle Chinnock Parish Council and make a recommendation for action.** No discussion held as SSDC Councillor Ric Pallister had left the meeting. **Action: Clerk to follow up with Ric Pallister for guidance.**
- j. **Waste Briefing February 2018. For information, previously circulated.**
- k. **Pensions Regulator Update, declaration of compliance:** The Clerk has filled in the basic information which now needs to be led and ratified by a Parish Council Member. **Action: Cllr McMillan to meet with the Clerk to take over responsibility.**
- l. **Guide Stone West Chinnock, correspondence received:** Clerk to circulate correspondence thus far. The Clerk also confirmed that Phil Nichols was supporting the Somerset Group of the Milestone Society who had originally contacted the Clerk. **Action: Watching brief.**
- m. **Libraries Consultation: Action: Clerk to put details and link on to Community website and in Parish Magazine.**
- n. **Patient Engagement Poster: For information.**
- o. **Letter from Grant Thornton:** The Clerk explained she had received a letter from Grant Thornton saying that the Parish Council Accounts for 2016/17 had not been received. The Clerk explained they had made a mistake as they had carried out the audit. The Clerk had resent a copy of the audited accounts to Grant Thornton.
- p. **Data Protection Regulations Change:** The Clerk explained that these regulations were due to have an enormous impact on all Parish Councils, businesses, charities, education organisations and public

and private sector institutions. The new regulations are due to start in May 18 and the Clerk is attempting to find out as much information as possible.

- q. **Follow up Warman Builders:** No reply from Warman builders despite further correspondence.  
**Action: The Clerk to phone Pete Warman to arrange payment of community levy as previously agreed.**
- r. **Dates of Future Meetings:** All Parish Council Meetings will take place on the first Wednesday of each month, with the exception of the April meeting, which will take place on the 11<sup>th</sup> April 2018 instead of the 4<sup>th</sup> April 2018.

**18/418 Correspondence Since Time of the Agenda:**

- a. **Footpath between Hill View Close & Duck Pool Lane:** Cllr McMillan explained that correspondence had been received from the owner of the Footpath raising concerns regarding works being carried out by SSDC without permission of the legal owner. Members agreed it was unfortunate that SSDC had not informed the Parish Council of the works due to place, however SSDC had acted on the report via the website link, not realising it was private land. In order to resolve any future issues that could arise with complaints regarding the footpath, the complainants would be asked to contact the owner directly & not via SSDC. The Parish Council accepted that the legal owner of the land was fully responsible for maintaining the safety of the footpath. **Action: Clerk to write to the owner and explain the misunderstanding and obtain contact details which can be published if in future any people wanted to make a complaint.**
- b. **Tree on Triangle, Smiths Hill:** Cllr Bailey enquired whether this could be cut back as it was causing an obstruction to larger vehicles. Action: The Clerk to speak to Phil Poulton, Tree Officer, SSDC

**The meeting ended at 9.40pm**

**Next Meeting**

**Wednesday 7<sup>th</sup> March 2018 - 7.30pm, Village Hall**

