

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held on the 1st February 2017

Cllr Shaun McMillan - Chair
Cllr Bill Mannering
Cllr Gill Langford

Cllr Raymond Bailey
Cllr Phillippa Coleman
Kim Duller, Clerk
6 Members of the Public

Public Forum:

A number of points were raised by Neil Vout on behalf of the Allotment Association. **i)** Request for confirmation of water stand pipe charge. Clerk to confirm. **ii)** The Chair confirmed that currently the Parish Council pays for the cutting of the Allotment hedge next to the road. **iii)** The Chair confirmed that there were no costs cross charged to the Allotment Committee for cutting the Youth Shelter area of grass. **iv)** The Chair noted the concerns raised by the Committee regarding the rise in the cost of allotment rent from £3.00 to £4.00 per year for a half plot and from £6.00 per year to £8.00 per year (excluding water charges). It was also noted that the Parish Council expressed disappointment that there was no representation from the Allotment Committee at the December meeting when the discussion to consider raising the rent had been previously discussed and minuted at the November 2017 meeting, in order for a decision to be made at the December 2017 meeting. **v)** The Chair confirmed that the Parish Council were happy to review with the Allotment Committee the current process for how the administrative side of the Allotments is currently managed, with the Committee taking more responsibility. The Clerk was asked to provide a breakdown of the time currently spent on Allotment related activity. **vi)** The Clerk to speak to the Allotment Society for further advice on the Parish Council responsibility and whether responsibility can be devolved to the Allotment Committee.

17/275 Apologies for Absence: No Apologies received.

17/276 Declarations of Interest: Cllr McMillan, Planning Application 17/00139/FUL. The Clerk, Defibrillator update.

17/277 Draft Minutes of the Parish Council Meeting held on the 7.12.16: Agreed & signed by the Chair.

17/278 Matters Arising (Other than those on the Agenda): None.

17/279 County Councillors Report: No representation from County or written report.

17/280 District Councillors Report: Verbal report - Ric Pallister. Written report to be circulated with the minutes.

17/281 Planning Applications: 17/00139/FUL 8, Ridgway, West Chinnock. After discussion by the Parish Council, it was confirmed there were no observations, objections or comments. *(The Chair relinquished responsibility of the meeting and handed over to the Vice Chair Cllr Langford whilst the discussions were held and decisions taken).* **Action: Clerk to advise SDCC on outcome immediately.**

17/282 Determinations: 16/04500/FUL Retrospective. Garden Cottage, Lower Street; 16/05003/FUL Resurface Yard, The Cowstall, Balsters Farm; 16/05246/FUL Erection of first floor extension over existing garage, 4, Duckpool Lane; 16/05191/FUL Alterations, demolish existing conservatory and erect single story extension, 4, Hill View Close

17/283 Finance:

- a) **Precept Update:** The Precept paperwork had been submitted to SSDC. There is a reduction in annual grant. The precept requirement for 2017/18 has been set at £9430.00. **The submission was ratified by the Chair.**
- b) **Quarter 3 Accounts:** The Clerk apologised she had not been able to complete the accounts on time and would forward them to Cllr Mannering within the next week for circulation.
- c) **Nat West Bank – update of records to prevent fraud:** Signed by the Clerk and Chair.
- d) **Internal Auditor:** It was confirmed that Neil Cochran had kindly agreed to take over as Internal Auditor from John Wheatley. The Chair and Parish Council members gave a formal vote of thanks for all of the hard work and free time John had given to the Parish Council as Internal Auditor. **Action: Clerk to clarify handover period with Neil and John.**
- e) **To pay any routine or previously agreed invoices:** Invoice for £54.00 Inc VAT to Mr RJ Bailey for cutting Allotment and playing field hedge. **All agreed.**

17/284 Allotments: **i) Receipt of Rents:** The Clerk reported that 4 Allotment holders had not yet paid and she will call to advise them of their outstanding payments. **Action: The Clerk** **ii) Vacant Allotment:** The Clerk reported that plot 18b had become vacant during the Christmas period. Clerk to advertise in the Parish Magazine.

17/285 Matters arising from the December Meeting:

- a) **Electric Fence behind Layne Terrace:** No further action required. **Take off agenda.**
- b) **Hedges & Verges:** The Chair formally thanked local farmers Guy Coleman and Cyril Bailey for agreeing to help keep the hedges cut and verges kept clear in between the normal service provided by Somerset County Council, which had been reduced.
- c) **Poor condition of Tarmac, Rickhay Rise, Highfield and Hill View Close:** This had been reported and discussed with SCC. There are no current plans to re-surface the Road. **Watching brief by Members if the surface deteriorates any further.**
- d) **Bags of Rubble, Bow Bridge:** The bags of rubble “disappeared” shortly after being reported. **No further action.**

17/286 Reports & Correspondence:

- a) **Meeting with David Fothergill. Feedback and next steps relating to A356, Roads maintenance; potholes, drains and flooding:** The Chair reported the meeting was positive and that the Parish Council had been asked to feedback to David Fothergill via Email. **Action: Clerk to organise a meeting in February between Cllr Gill Langford, Cllr Mark Bennett and the Clerk in order to draft a response.**
- b) **Pot holes and road maintenance report – any actions taken during December/January: Two pot holes have been filled in Middle Chinnock and others highlighted for filling.** Members were optimistic the system of general reporting through the website was starting to have an impact. **Action: Clerk to encourage local residents to “keep reporting” as much as possible on the website.**
- c) **Parish Grant applications update:** The Clerk circulated all of the applications which had been received. **Grants will be discussed as the last item on the March Agenda and awards made, where agreed.**
- d) **Register of Electors December 2016:** The Clerk confirmed receipt of the Register, which will be held on file.
- e) **Annual Playground Risk Assessment:** The Clerk had received details of SSDC offer to undertake the Annual Risk Assessment. **Action: Clerk to compare costs.**
- f) **Village Defibrillator update:** The Clerk reported that the Breakfast to raise funds towards a Defibrillator had been a great success with some wonderful feedback. The amount raised will be published in the Parish Magazine, once all expenses had been paid.
- g) **Community Plan update:** There has been a 74% response rate to the consultation and a draft conclusion is being produced with support from Zoe Harris at SSDC.
- h) **Report a Problem - Roads:** Covered under item (b)
- i) **Area Warden update:** Noted
- j) **Coker Councils Forum:** Mick Clark said a few words and encouraged Members to attend the next event on 2nd March 2017, 7pm-9pm, especially as Sue Mountstevens, Police Crime Commissioner for Avon and Somerset will be attending. **Action: Members to contact the Clerk if they can attend.**
- k) **Avian Influenza:** The Clerk confirmed she had circulated the poster to local groups and put on the Parish Council website and Notice Board.
- l) **Request for a base for rural policing in West & Middle Chinnock:** A request had been received to have a base in West & Middle Chinnock. **Action: The Clerk to find out more details and report back at the next Parish Council Meeting.**
- m) **Grass Cutting Contract:** Notification of a small increase had been received. £66.00 for cutting the Recreation Ground and strimming and £44.00 for the Bus Shelter, Allotments and Well, per occasion, up to 16 times per year. (Prices subject to VAT). All members voted to accept the increase. **Clerk to confirm with Somerset Landscapes.**
- n) **SALC Conference 16th March 2017:** For Information. **Action: Members to let the Clerk know if they would like to attend.**
- o) **CHANGE OF PARISH COUNCIL MEETING DATE APRIL 2017:** It was agreed that the April meeting would be held on March 29th 2017 instead of April 5th 2017 in order to not clash with the School Easter Holidays.

The meeting ended at 9.00p.m

Next Meeting

Wednesday 1st March 2017, 7.30p.m in the Village Hall

Everyone Welcome!

