

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held on the 6<sup>th</sup> July 2016

Cllr Shaun McMillan - Chair  
Cllr Bill Mannering  
Cllr Gill Langford  
Cllr Phillipa Coleman

Cllr Raymond Bailey  
Cllr Tony Cawley  
Cllr Mark Bennett  
Clerk, Kim Duller  
**9 Members of the Public**

### Public Forum:

- a) **Overgrown Hedges:** A number of reports had been received by the Parish Council relating to overgrown hedges on pathways and on local land which is adjacent to highways, which are considered to be dangerous. The Chair explained that although the rules relating to hedge cutting were in place to protect nesting birds between 1st March and the 31<sup>st</sup> August, if a hedgerow overhangs a highway, road or footpath, or if it poses an obstacle to pedestrians or road users, then the owner is permitted to take action. Hedges should also be cut if parts of it are dead and run a risk to those on a footpath, or if it hampers the vision of road users.  
**Action: The Chair to advise on cutting back to residents where concerns have been made. The Clerk to write a note in the Parish Magazine, outlining the latest guidelines.**
- b) **Overgrown Hedge between Highfield and Scott's Way (Alley): Action: Ric offered to liaise with the District lengthsman Chris, as he now has the hedge cutting and maintenance contract with Yarlington.**
- c) **Potholes:** Outstanding Potholes remain in Ridgway, Fox Hollow, Scott's Way, Layne Terrace and Hollowell Hill. Cllr Cawley explained that all had been reported, but that he would report them again. **Action: Cllr Bennett agreed to work with Cllr Cawley to produce a basic matrix which shows; what date potholes have been reported by residents, the exact map location of the potholes and when the potholes have been reported to SSDC. A progress review to take place as a regular standing agenda item at the Parish Council meetings.**
- d) **Drains on Hollowell Hill and in the villages:** Many drains are still covered in gravel from the heavy rain earlier in the year. Ric Pallister explained that it was important to identify critical drains which need maintenance, rather than a blanket approach. **Action: Cllr Cawley to identify critical drains, including location and report. Cllr Bennett to support with email confirmation to SSDC.**
- e) **Road Obstruction, Top of Higher Street:** Works are being carried out to a property at the top of Higher Street and concerns were raised that plant was being parked on the road and obstructing traffic, causing danger to Road users. The Chair explained that this should be reported as an issue to the police by the general public as the Parish Council has no legal jurisdiction.

**16/210 Apologies for Absence:** None.

**16/211 Declarations of Interest:** Cllr Cawley, Allotments.

**16/212 Draft Minutes of the Parish Council Meeting held on the 8<sup>th</sup> June 2016:** Agreed.

**16/213 Matters Arising (Other than those on the Agenda):** None.

**16/214 County Councillors Report:** Written report received, to be circulated and displayed with the Minutes.

**16/215 District Councillors Report:** Ric Pallister reported that discussions were currently taking place on the impact of the referendum including concern about future funding for big projects such as Highways and Yeovil Innovation Centre, however the advice is to try and keep "business as usual". The biggest concern currently is how it could impact Westland's and the general impact on the economy. Discussions will continue over the coming months.

**16/216 Presentation by Cath Holloway:** Local village agent, Cath Holloway gave a really interesting and informative presentation on the type of work that she undertakes with other villages in the area. West & Middle Chinnock sadly do not have access to her services; however receive support from SSDC's local community development officer, Zoe Harris. Ric Pallister also listened to the presentation and suggested that he look further into the role of the village agent in our area. **On behalf of the Parish Council, the Chair formally thanked Cath for taking the time to come and give a really interesting and informative presentation.**

**16/217 Planning Applications:** i) **Application 16/02396/FUL, Hollowell Cottage:** The plans had been circulated and were discussed. There were no observations or comments from the Parish Council. **Action: The Clerk to formally writing to the planners.** ii) **Application 16/00771/FUL Eastfield lane/Smiths Hill.** The Clerk explained that she had received notification from Andrew Gunn, senior planner that revised plans had been

received and that he would be forwarding them to the Parish Council. **Action: When plans are received the Clerk to organise an extraordinary planning meeting to discuss and respond to the planning department, due to the next Parish Council meeting not being held until September.** iii) **A30 Tunnel/Footpath:** Cllr Mark Keating, Chair of Haselbury Plucknett PC, briefly outlined how important the tunnel was for walkers using a number of footpaths from West Chinnock to Haselbury Plucknett, in particular the Liberty trail. Cllrs agreed to support the re-opening of the tunnel. **Action: Chairman to write a letter of support to the planners.** iv) **16/02618/S73 – Holangs (Variation of existing plans). No further comments**

**16/218 Determinations:** None.

**16/219 Finance:**

- a. **Somerset Landscapes, invoice for Grass Cutting, May 2016 £246.00 inc Vat:** Cllr Mannering confirmed that he was happy that the outstanding May invoice work had now been undertaken, however that there was still one cut outstanding. He also confirmed that he was in regular contact with the company. Due to the weather and variability of the dates that grass cutting can take place Cllr Mannering explained he was not able to produce an exact schedule of works however that he was keeping details of when any future cuts take place in order that these can be tallied with the invoices when they are presented. **Action: Clerk to pay May Invoice and Cllr Mannering to send future dates of cutting direct to the Clerk.**
- b. **Notice to Display the Parish Council Accounts:** The notice had been on display since 24<sup>th</sup> June and will continue for 30 days.
- c. **To pay ROSPA - £79.80 inc VAT. Payment agreed unanimously.**
- d. **To pay Clerks Invoice, April to June (1<sup>st</sup> Quarter):** £735.00, £40.00 depreciation and £42.89 expenses. Total £817.89. **Payment agreed unanimously**
- e. **To receive loan of £500.00 from the Queen's Birthday Committee:** The Chair, on behalf of the Parish Council thanked the Committee for all of their hard work and reported that the feedback from the local community had been incredibly positive. On behalf of the committee, Gill Langford explained that the event had raised just over £1000.00 which would be given to 7 clubs and associations in the villages.
- f. **Parish Council, 1st Quarter Accounts:** The Clerk reported that not all of the bank statements had been received in order to prepare the Accounts. **Action: Clerk to circulate prior to the September meeting.**
- g. **To pay any routine or previously agreed invoices:** None

**16/220 Allotments:** The Chair expressed concern that the new gate which the Parish Council had funded in December 2015 had not yet been fitted. Neil Vout confirmed that this would be actioned before the next meeting. Neil also confirmed that plot 4A is still available and possibly another coming soon.

**16/221 Matters arising from the June Meeting:**

- a. **Grass Cutting Contract:** Previously discussed under item, 16/219a
- b. **Queen's birthday Party Event: Covered under item 16/219e**
- c. **A30 Closure:** After discussion it was felt that the closure had not been communicated effectively within the villages and there had been major concerns raised regarding alternative transport for school children (especially those taking exams) and general information for villagers regarding alternative transport, especially for those who rely on public transport. (The transport companies had not been fully briefed). If the situation arises again in the future the parish Council would hope to be able to lobby earlier in order to ensure concerns by residents are heard. **Action: Clerk to feed back to Ric Pallister and Marcus Fysh.**
- d. **Use of Glyphosate for Prevention of Weed Growth:** The Parish Council has investigated policy issues on this matter including legislation at national and European level, as well as consulting with Glastonbury Town Council. It was agreed by the Parish Council that there was not enough evidence to have a Policy relating to its use but will keep a watching brief on legislation.
- e. **Road Markings around the School:** Work on these should commence in the near future, on both sides of the Road outside of the school to improve safety. Work has still not commenced. Carry forward to next meeting.
- f. **A356 Feedback:** Cllr Bennett agreed to lead the feedback on this item to SCC once Cllr Coleman has had the opportunity to comment. (Carry forward from June meeting).
- g. **Website Update:** Cllr Mannering and the Clerk have set up a basic site at [www.westandminddlechinnock.co.uk](http://www.westandminddlechinnock.co.uk). The site is under construction and they are both currently contacting village organisations for input on content.
- h. **Trees Availability:** The Clerk confirmed she had emailed Phil Poulton and explained that the discussion regarding trees will not take place until later in the year and therefore unlikely that tree would be required until 2017. **Action: Community Plan team to take this matter forward as part of the Community planning process.**
- i. **Conservation Area Queries:** i) **Action: Clerk to write formally to Mike Hicks regarding concerns being raised at 41 Higher Street.** ii) **Action: Cllr Bennett to speak to Garden Cottage builder regarding concerns raised**

about the scaffolding poles.

- j. **SIS Funding: Pending – keep on the agenda. Action: Clerk to follow up during summer recess.**
- k. **The Knap Deeds:** Item carried forward.
- l. **Greatfields Deeds:** Item carried forward.
- m. **Funding for Small Roads Projects:** The Parish Council felt they would like to access this funding, however that it should be part of the Community planning process and priorities and that the Community plan team should make the application. **Action: Clerk to forward details to a nominated person on the Community planning committee.**
- n. **Local Parish Forum Meeting Feedback:** It was felt there were perhaps too many presentations made on the evening. Notification of a summer play scheme in Stoford. All who attended thought there was good value in networking with other PCs. Main concerns raised by attendees included highways issues and difficulty communicating with Marcus Fysh. Next Meeting date tbc.

#### **16/222 Reports & Correspondence:**

- a. **Village Agent Presentation: covered in item 16/216**
- b. **Play Area Inspection Report:** The Parish Council discussed the findings in the report. It was agreed that no further action was required relating to the ditches, however that the Clerk should ask Phil Poulton's opinion on the general issue of dead trees at recreation grounds. **Action: Cllr Bailey to identify dead trees including those at Mr Peggs field and the Williams field. Position to be reviewed at the September Parish Council meeting.**
- c. **Roads & Maintenance Update: Covered in the Public Forum, including hedge cutting.**
- d. **Verge Cutting:** Concerns had been raised over the past month relating to the overgrown verges and the danger to drivers, pedestrians and horse-riders. The Clerk had contacted the highways team and it had been confirmed that there would be a single cut before 31st July. The issue of verge cutting was a serious concern for many local villages, some whose PC have decided to pay for the cutting themselves. (Although it has been noted that the weather conditions have meant it is an extraordinary year for growth). Mark Keating offered to give the Parish Council details of the person who cuts Haselbury Plucknet verges. **Action: The Parish Council to have further discussion on whether it should fund the cutting in future years as a "top up" to the service provided by highways.**
- e. **Re-ordering, St Marys Church:** Details previously distributed and noted. **No action.**
- f. **Pension Wise:** Details previously distributed. **Clerk to publish with the Minutes.**

#### **16/223 Reports and Correspondence since the Time of the Agenda:**

- a) **Damage to Residents Property:** A request had been forwarded for the PC to consider taking action relating to damaged brick work, including photo's of the damage which the resident believes was caused by a large vehicle. The Parish Council were sympathetic to the situation however were not able to take any action due to lack of proof as to how the damage had been caused. **The Clerk was asked to advise the resident that this should be reported to the police if the resident felt there was enough evidence and to consider future ways of monitoring the damage as this is an on-going situation.**
- b) **Eastall Farm:** A query had been raised relating to building works which had commenced at the Farm. Cllr Langford reported this was the installation of French drains and was not a planning issue. **Action: The Clerk to speak directly to the resident who had raised concerns in order to explain the situation.**
- c) **Policing Consultation:** Link to be sent to Parish Councillors for discussion at next meeting.
- d) **Iron Gates Reported stolen in Middle Chinnock**
- e) **Revision to Standing Orders:** Previously circulated; responsibility of Parish Councils as Landowners and new legislation relating to the copying of planning documents. **Action: Clerk to file with standing orders.**
- f) **Compton Bishop Monument Stones:** Compton Bishop is undertaking a survey on the cost of having Hamstone "Welcome to our Village" signs. The information will be distributed to all local villages.

**The meeting ended at 9.35p.m**

**Next Meeting**

**Wednesday 7<sup>th</sup> September 2016 – Village Hall**

**7.30p.m**

**Everyone Welcome**

