

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held 3rd July 2019

Cllr Mark Bennett - Chair
Cllr Phillipa Coleman – Vice Chair
Cllr Tony Cawley
Cllr Elizabeth Griffiths

Cllr William Mannering
Cllr Oliver Patrick
Cllr Neil Tinkley
Clerk: Kim Duller

6 Members of the General Public

Public Forum: No Comments of feedback

- 19/594 **Apologies for Absence:** Cllr Mannering.
- 19/595 **Declarations of Interest:** Cllr Tony Cawley, Allotments. Clerk, planning 19/00026 & flood risk FOI with SCC and Environment agency. Clerk & Cllr Bennett Recreation Ground Committee.
- 19/596 **Minutes of the Parish Council Meeting held on Wednesday 5th June 2019:** Agreed as being a true record of the meeting & signed.
- 19/597 **Matters Arising (Other than those on the Agenda):** None.
- 19/598 **County Councillors Report:** i) Haunts Lay-by, keep Cllr Keating in the loop. ii) Health & Wellbeing grant available. **Cllr Keating to send details to Clerk.**
- 19/598 **District Councillors Report:** No apologies received at time of meeting. Clerk to query response to planning decision at Hollowell Hill after PC felt Cllr Vaughan hadn't consulted with PC regarding the decisions made.
- 19/599 **a. Planning Applications:** None.
b. Applications since Time of the Agenda: Clerk to circulate Andrew Gunn's response regarding Applegarth revised plans.
c. Determinations Since Time of the Agenda: 19/00026/FUL. It was resolved that Members would ensure that retrospective planning conditions would be followed up with the SSDC planning team and that planning conditions would be monitored for compliance.
- 19/600 **Finance:**
a. Notice of external audit exemption submitted and acknowledgment given.
b. It was resolved to pay Gladson Ltd, £300.50 for the purchase of a dog poo bin/general purpose bin in Middle Chinnock.
c. It was resolved to pay the Clerks Salary 1stQtr 1.04.19-30.06.19 Net £588.00
d. It was resolved to pay Clerks expenses for Qtr 1 1.04.19 – 30.06.19 £126.
e. It was resolved to pay HMRC PAYE £147.00
f. **To Pay any Routine or Previously Agreed Invoices: None at time of meeting.**
- 19/601 **Allotments:** Cllr Cawley explained that a new Allotment Committee was still in the process of being formed which included a Chair, Treasurer and Secretary and based on a model by Wiveliscombe He confirmed that there would be an inaugural meeting in September. The Chair and Members requested that Cllr Cawley provide evidence that the new committee was a legal structure with a constitution and voting rights, and that this be presented to the Parish Council. ***It was resolved that the PC could not take a decision on whether to accept the new structure and therefore handover various responsibilities unless there was a legal agreement between the new committee and the PC.*** Action: Cllr Cawley to liaise with the new Committee to respond to the PC with proposals before the September meeting.
Allotments Inspection: It was agreed that Cllr Coleman & Cllr Mannering would inspect the Allotments with one member from the current proposed committee. **Action: Neil Vout to**

confirm who will accompany Cllr Coleman & Cllr Mannering. Clerk to send pro-forma to Cllrs Coleman & Mannering.

19/602

Matters arising from the June 2019 Meeting:

- a. **CAT Transfer:** The PC discussed the pros and cons on feedback from Neil Cochran on whether to move forward on the purchase of the Rec. SSDC has indicated that legal costs would be approx. £1000.00 based on what Ash has paid so far. **It was resolved that the PC would like to further investigate the purchase of the Rec and the Clerk was asked to speak to Cllr Vaughn and SSDC with regards to next steps.**
- b. **The Haunts: Creation of Parking Space on Public Highway:** Currently all agencies previously involved have been asked to respond to seeking a solution to move forward. The Clerk confirmed all agencies have engaged and various responses have been received. **Update at next meeting.**
- c. **Pot holes self-maintenance:** Cllr Tinkley has spoken to SCC again regarding this proposal; however they are still reluctant to engage. Cllr Tinkley has therefore continued to pursue the Devon County Council model and will be meeting representatives personally. **Update at September meeting.**
- d. **Grill Over Well, Higher Street:** The Chair felt that this may deteriorate in the next few months and suggested that a new one would be required, estimating the cost at between £2-3k. **The Chair asked Keith Dodge if he would be prepared to examine it with him and give his opinion on how to move forward.**
- e. **The Knapp:** Cllr Cawley reported that he had spoken to the owner who was not prepared to undertake the works required to reduce the "trip risk". **It was resolved that as this is PC owned land the work should be done and the Clerk was requested to write formally to the owner in association with Cllr Griffiths to request the remedial works are carried out and the surface made safe.**
- f. **Dog Fouling Middle Chinnock:** Bin has been ordered by the Clerk. Waiting delivery. Cllr Cawley and Cllr Bennet to put up when it arrives. Clerk to let SSDC know when it is up and running so that regularly emptying can be arranged.
- g. **Badger Activity: Near miss car incidents have been reported.** Cllr Bennett to report again as a matter of high safety risk.
- h. **Mud on the Roads:** It was agreed this item would be carried forward to September. Cllr Coleman.
- i. **BT Phone Update:** It was resolved to purchase the phone box for £1.00 subject to the Clerk checking liability insurance from the Parish Insurers. BT will keep paying for electricity. (confirm in writing). It was resolved that at the September meeting Members to agree a plan for consultation led by Cllr Patrick.
- j. **Verge Cutting: Discussion as part of Hedge Cutting query: item 11. B. Reports & Correspondance.**
- k. **Training Plan:** Unfortunately the current Cllr training courses are full. New ones are being organised for September. Clerk to co-ordinate. The Chair and Vice Chair are booked onto training in September 2019. Cllr Tinkley, Cllr Patrick and Clerk to be booked on to planning training. **It was resolved that Cllr Patrick would be the lead Cllr on planning in future.**
- l. **Newsletters & Information of Interest: New Page now set up on website.**
- m. **VE Day 75th Anniversary 2020:** Clerk to ask villages organisations if they have anything planned.

19/603

Reports & Correspondence:

- a. **Highways and Drains. Standing Item:** Item carried forward for June meeting. Cllr Bennett to inform Members as to when the next SCC drains are due for suction and to get costs of jetter and or alternative methods of clearance if the PC considers the current programme of works to be insufficient to meet need. **Action: Cllr Bennett**
- b. **Verge Cutting Query:** i) The Clerk had been contacted querying verge cutting in the Parish. The Clerk had followed up the query, however had not received a response.

- ii) It was reported that the contractor cutting the hedges had been verbally threatened by a passerby and was left shaken. The PC agreed that this was unacceptable behaviour and that if such an incident should happen again it would be reported to the police. Members also noted that currently verge cutting is carried out FOC by local farmers since SCC had stopped providing the service. **It was resolved that should local farmers not be able to carry out this service, local contractors would have to be employed and this would risk a council tax increase.**
- c. **Pavilion Insurance Query:** Cllr Bennett had a query relating to the use of the Pavilion by a 3rd party and whether the Councils Insurance covered this. **The Clerk confirmed she had checked this query with BHIB and the PC was covered. Cllr Coleman confirmed that the pre-school would also have its own liability insurance as this was a legal requirement.**
- d. **Insurance Risk Evaluation of the Recreation Ground:** Cllr Bennett confirmed that following discussion by the Clerk with the Parish Insurers that a full risk assessment is made on the Rec, including the land near the river and that signage needs to be purchased which identifies insurance liability to the public using the recreation ground. The signage should be clearly visible at all entrances to the Rec. Cllr Cawley to provide details of weekly checks on play equipment in order that this can be archived. **Clerk to get some quotes and ideas for signage. Cllr Bennett and Cawley to carry out risk assessments.**
- e. **Private Hire of Bouncy Castles on the Recreation Ground: Public liability Insurance for any equipment on the Rec is the responsibility of the person organising the event, however this must be clearly stipulated on any contract issued when hiring the Rec via the Pavilion Committee for private events.**
- f. **Recreation Ground Development Committee:** Neil Cochran explained that a small group of individuals had scoped out an initial phase of development to include a pathway (track) around the field and are also looking at how to improve access from Lower Street. The next stage is to form a larger committee which will identify other priority development area.
- g. **Review of South Somerset Local Plan (2006 - 2028) – Preferred Options:** Cllrs Patrick and Tinkley to report back at September meeting.
- h. **Trees for your Parish Event, Tree Policies and local Projects:** Clerk to circulate details
- i. **Yarlington Land Purchase:** Clerk to request price of land and size.
- j. **SALC Star Awards:** For information only.
- k. **Enhance Local Enterprise Programme:** Clerk to put details on Newsletter Page.
- l. **The Chair Annual Civic Service:** Members declined the invitation.

19/593

Correspondence Received Since time of Agenda:

- a. **Rocky “paths”:** reported outside of Highfield Terrace and Hill view.
- b. **Fire brigade Consultation:** Noted.
- c. **Request on Waste Policy Regarding Frequency of Collections:** Clerk to ask Cllr Vaughan

The meeting ended at 9.25pm

Parish Council Meeting Wednesday 4th September 2019 – 7.30pm

(No Meeting in August)

Village Hall

Everyone is Welcome to Attend

