

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting Wednesday 1<sup>st</sup> July 2020 - Virtual Meeting

Cllr Bennett - Chair

Cllr Patrick

Cllr Coleman – Vice Chair

Cllr Tinkley

Cllr Griffiths

Clerk: Kim Duller

2 Members of the General Public

**Public Forum:** i) The Chair confirmed the meeting was being recorded. ii) The PC was thanked for support in preparing the Rec ground for football training, by Neil Cochran. iii) **Resolved:** The rec car-park will remain closed until further notice however it can be opened by key holders for use with football training. The situation to be reviewed on a regular basis. iv) Neil Cochran raised concern that the footpath behind Layne terrace, across the field towards the bridge is blocked. **Resolved:** Cllr Coleman to request that the land owner reinstate the footpath.

**20/702 Apologies for absence:** Cllr Cawley. Cllr Cawley is unable to access virtual meetings as does not have the necessary technology. The Chair confirmed Cllr Cawley had been fully briefed.

**20/703 Declarations of interest:** Cllr's Bennett and Coleman and the Clerk, Recreation Ground Development Committee. The Clerk, legal transfer of the Recreation Ground, Cllr Patrick, SSDC Councillor and Member on the playground committee.

**20/704 To approve and sign as correct the Minutes of the Parish Council Meeting held on 03.06.20 2020:**

a. Minute 20/699a should read indemnity insurance not liability insurance.

b. A member of public had requested that the Minute 19/668f waste bin, which included reference to dog waste, should be revised and not referred to in the same Minute as the waste bin. **Resolved:** Not to change the Minute as dog waste was discussed as a general issue under the item and had been reported as a problem in both West & Middle Chinnock, including again in the June meeting.

**Resolved:** That the Minutes of the meeting of the Parish Council Meeting on 03.06.20 as previously circulated were taken as read and being a correct record. To be signed after Lockdown.

**20/705 Matters arising, not on agenda: None**

**20/706 County Councillors report:** A report had been received and the Clerk will circulate. Two items to note. Outbreak management plan and proposals for Unitary structure for Somerset. **Resolved:** The Clerk would contact Cllr Keating to report dangerous corner on A356 following another accident.

**20/707 SSDC Councillors report:** i) Clerk had previously circulated. Full report on Community Website.

a. **PC Responsibility for planning: Discussion. Resolved:** The existing planning lead would remain as Cllr Tinkley. **Resolved:** Cllr Patrick to report back to SSDC concerns regarding accessing the planning portal by residents; planning determination communication and how consultees' are notified. SSDC Cllr Patrick confirmed that there was no statutory requirement to notify neighbours. Jonathan Naughton confirmed he would like to engage with SSDC planning.

b. **Planning applications: Variations to Land at Smiths Hill 17/04677/FUL:** The Chair thanked Cllr Tinkley for the briefing note. Discussions included consideration of further comments from residents and feedback to Cllr Tinkley to allow for further scrutiny. Members did not feel confident to be able to comment on the landscaping plan and it was considered that it was not in the remit of the Parish Tree Committee. It was initially

discussed to object to the application until such time it had been scrutinised. Cllr Patrick requested a vote be taken. **Vote:** 3 Members objected, Cllr Patrick did not vote due to conflict of interest. Cllr Tinkley in favour. The objection vote was carried until further analysis had taken place of the proposed revisions.

- c. **Applications since time of the agenda: None**
- d. **Determinations since time of the agenda: Bridge Farm Middle Chinnock; Section 106 agreement lifted.**
- e. **Planning enforcement: i) Applegarth.** Planning team advised they are unable to visit the site until lockdown is over. **ii) Greenhams Hill:** No feedback
- f. **Planning issues raised: i) BT pole, Little Silver:** Not under the jurisdiction of SSDC planning. The owner has explained the complaint has been resolved.

20/708

**Finance:**

- a. **To approve Clerks salary Qtr 1 £1103.45 Net. All in favour.**
- b. **To approve PAYE £275.80: All in favour.**
- c. **To approve Clerks expenses Qtr 1 £172.79: All in favour.**
- d. **To approve recreation ground play area inspection quote £55.00 plus VAT: All in favour.**
- e. **Public rights notification for inspection of annual accounts: Published on website and parish notice board from 19.06.20**
- f. **To pay additional £4.27 for shortfall in payment for annual Insurance BHIB: All in favour.**
- g. **To pay Somerset Landscapes £271.80**
- h. **ROI Update: One ROI pending completion.**
- i. **To Pay any routine or previously agreed invoices:**
  - I. **Finance training refresher: £30.00: All in favour**
  - II. **Governance refresher: £30.00: All in favour**

20/709

**Allotments:**

- a. **Inspection of allotments:** Wait until further lockdown requirements lifted. **Resolved:** To move item to work plan.
- b. **Rent review:** On the basis that no profit should be made from the allotments, price should reflect only to cover costs and to encourage allotment take up. **Resolved:** No increase 21/22. **A vote was taken. Unanimous.**

20/710

**Matters arising from the June 2020 meeting:**

- a. **Purchase of the Recreation Ground:** Battens Solicitor researching land value. PC provided an estimate of how many people cross the bridge to the recreation ground to Battens. **Ongoing Clerk.**
- b. **Football training:** Will be starting soon. The Chair explained that before any cricket could be played there would need to be a similar level of risk assessment undertaken in order to use the recreation ground.
- c. **Riverbank collapse: Work completed.** Chair remarked how professional the work was. Clerk confirmed she had thanked Lee Norman and the team at SCC on behalf of the PC.
- d. **Bow bridge repairs:** Did not take place at the same time as riverbank works as it is a different team. **Resolved:** Clerk to liaise with SCC.
- e. **Recreation ground risk assessment:** Chair and Cllr Cawley to undertake. **Resolved:** That the risk assessment will be completed before the next PC meeting and that the swings would be put back up at the recreation ground with signage by the beginning of the summer holidays. **Vote was taken. All in favour.**
- f. **Waste bin Middle Chinnock:** Bin has now been erected and emptying by SSDC organised. **Resolved:** To consider purchasing a green waste bin to be placed in the vicinity of the corner of Little Silver after consultation via website, parish magazine, leafleting with all residents, based on the bin being placed near the steps. Existing red

bin to be put in rec to replace broken one. **A vote was taken: All in favour.** Clerk to check whether an extra bin would incur charges to emptying.

**g. Corona virus feedback:**

- I. Local response: No update, all going well.
- II. Direct legislative impact on Parish Council: Remote meetings to continue, including September unless otherwise notified.
- III. Recreation ground: Already covered in Minutes.
- IV. Concerns at local level: Be ready to plan for a second wave of COVID outbreak, SCC working on plans.

**20/711**

**Reports & Correspondence:**

- a. Introduction of parish work plan:** Aim to keep “on-going” projects off of the agenda unless update is required. Clerk to issue work plan to Members one week before preparing agenda, to see if any items need to be updated and/or transferred on to the agenda. Review items on a quarterly basis if there is no movement. Hope to be able to extend the concept to an annual work plan. **Resolution:** To implement recommendation for the introduction of a work plan.
- b. Parish Council purchase of a computer for the Clerk:** Legislation has changed and now Clerks are no longer self employed the parish council is obliged to provide a computer which holds belongs to the “Parish”. **Resolved:** To purchase a computer with a budget of approx £500 - £600.00. Clerk to source. JN offered to send information.
- c. Highways and Drains Standing Item:** **Resolved:** Transfer to works plan as works are constantly on-going. Any major items of work by exception moved to the agenda for Chair to report.
- d. Footpaths:** Various reports have been made via the website. Chair to provide Clerk with photographic evidence of issue at Lower Street to report to SCC.
- e. Management of verges and hedges:** JN created a framework for discussion. The problem may not be an “issue”. Highlighted use of bio diversity manual by residents and the farming community to demonstrate how hedges are cut. Other area is speed and use of highway, which the Clerk is waiting for further guidance on from SCC highways. Chair suggested that this item could be moved to work plan in the future once all of the information has been gathered. It was noted that all of the verges had been recently cut. Members had not responded to JN request for identification of areas where visibility is a problem.
- f. Sapling donation:** Cllr Patrick explained that the original Hawthorne donation had died and the donor has kindly replaced it.
- g. Tree planting and tagging:** (Item transferred from work plan): Land (in trust) between Middle and West Chinnock looking south from the recreation ground. Trustees have agreed to the tagging of hedges/trees and plant trees. (Internal hedge which runs along the footpath). The paper had previously been circulated. All trees will be tagged at 2 metre intervals to prevent trees being cut by the person cutting the hedge. Only tagging is taking place at the moment, no planting. Farm tenants to be involved if any trees are to be planted. **Resolved:** The Parish Council agreed for the trees to be tagged on the hedge, subject to permission from the trustees. **A vote was taken to reinstate the hedge: All in favour.**
- h. Draft Walking and Cycling Manifesto for Somerset:** JN had recommended that those leading the draft strategy should liaise with the national policy makers. He explained this should be part of the bigger agenda on cars and speed, with highways being made safe for cycling.
- i. Unitary authority debate:** On-going. Need to be aware of impact of Parish Councils – Clerk had previously circulated and to consider localism act and devolvement of powers.
- j. Fences broken at the recreation ground:** Have been mended by Cllr Cawley.

**Matters for the 2<sup>nd</sup> September 2020 Meeting**

- a. Phone box renovations.

**Next Meeting Wednesday 2<sup>nd</sup> September 2020**

**7.30pm Village Hall or Remote Meeting – to be advised**

**Meeting closed 9.14pm**