

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held 4<sup>th</sup> July 2018

Cllr Mark Bennett (Chair)  
Cllr William Mannering

Cllr Raymond Bailey  
Cllr Phillipa Coleman  
Cllr Tony Cawley.  
Acting Clerk, Martyn Hamlin  
**10 Members of the Public**

**Public Forum:** i) It was reported that a number of near misses had occurred on the junction with the A356 as a sign was blocking the view. SCC Cllr Keating advised that this had been flagged up and that it was on the list of work to be done. Cllr Bennett agreed to follow it up and all those who wished to do so were urged to report the matter via the SCC website.

**118/469** **Apologies for absence:** Cllr S. McMillan, Ms K. Duller (Clerk)

**118/470** **Declarations of interest:** Cllr Tony Cawley, Allotments. Cllr Mark Bennett (Planning application)

**118/471** **Minutes of the meeting held 6<sup>th</sup> June 2018:** These having been circulated were taken as read. No amendments. Signed as a true record.

**118/472** **Matters arising (Other than agenda items):** None.

**118/473** **County Councillor's report:** Mr Keating complimented the village on the quality of the state of the grass verges. Cllr Bennett advised that this was due to the efforts of local farmers whom he thanked on behalf of the village. Mr Keating invited questions following circulation of his written report but there were none.

**118/474** **District Councillor's report:** Mr Pallister had sent his apologies being in attendance at the Local Government Association Conference, to date no written report had been received.

**118/475** **Planning Applications:**

**a) Applications since time of agenda:**

i. **18/01288/FUL:** Erection of wooden shed / garage, Sunnybrook, Lower Street. Cllr Bennet left the building and Cllr Mannering took over the Chair. After discussion Members confirmed that they did not have any observations or comments. **Action: Clerk to confirm with SSDC planning team.**

ii. **18/01755/FUL:** Erection of a two-storey side and rear extension and rendering over existing dwelling with timber boarding to gable. Somersby, East Lane. Cllr Bennett resumed the chair. After discussion Members confirmed that they did not have any observations or comments. **Action: Clerk to confirm with SSDC planning team.**

**b) Determinations since time of agenda:** None. (Cllr Coleman advised that she had been advised of the determination of the recent planning application 18/01472/FUL, Little Acorns the previous day, but official confirmation had not yet been received.)

**118/476** **Finance:**

**a) To Ratify F&GP Recommendations for Year – end accounts.** The Finance and General Purposes Committee met on 27<sup>th</sup> June 2018 and approved the Internal Audit 2017/18, the Annual Governance Statement, Minute FG&P27/06/18 – 1.0 Accounting Statement, Minute F&GP27/06/18 – 2.0 and the Bank reconciliation. Those present: Neil Cochran, internal auditor; Cllrs Bailey, Cawley, Mannering and McMillan and The Clerk. **It was unanimously resolved that the recommendations be ratified.**

**b) Somerset Landscapes April Invoice.** Cllr Mannering was happy to recommend payment. **Unanimously resolution to pay the invoice £262.92.**

**c) Somerset Landscapes May Invoice.** This invoice had been reduced by £30 to account for work not carried out in April. Cllr Mannering was happy to recommend payment.

**Unanimously resolved to pay the invoice £235.58.**

**d) To pay Clerk's expenses (Including renewal of Village Community Website Domain and Annual fee):** Cllr Mannering having examined the breakdown was in agreement with the figure. **It was unanimously resolved to pay the expenses totalling £285.07.**

**e) To Pay Clerk's Salary.** Quarter 1 £621.60 net which includes minus 6 hours for Martyn Hamlin Cover in May, and plus 10 hours overtime for GDPR, additional planning permissions, complaints and research. (The actual number of extra hours worked was 28.5 during the first quarter. But only 10 hours had been claimed because the other 18 should balance out over the summer when things would be quiet). **It was unanimously resolved to pay the Clerk's salary for the 1st quarter of £621.60 net.**

**f) To pay Martyn Hamlin.** **It was unanimously resolved to pay Martyn Hamlin £50.40 net to cover his clerk duties for the May meeting.**

**g) To pay any routine or previously agreed invoices.** **It was unanimously resolved to pay HMRC the sum of £168.00 to cover staff income tax deducted from salary.**

**118/477**

**Allotments:**

**a) The receipts for allotments fees:** Handed to Neil plus the amount of 50p being change for one of the allotment holders who had overpaid.

**b) The annual inspection:** Will take place during week commencing 16<sup>th</sup> July. **Action: Actual date to be decided by Cllrs Mannering and Coleman who will advise Mr Vout.**

**c) Complaint regarding Spraying:** The Clerk had carried out extensive research with the National Allotments Society who had confirmed that safe and considerate use of garden (not industrial) chemicals was permitted. Leaflets recommended by the National Allotments Society were handed to Mr Vout. The Chairman advised that the view of the Parish Council was that the Allotment Committee should be the first point of call for disputes between allotment holders as this was the primary purpose of setting up the allotment committee to enable and facilitate self-determination. Mr Vout advised that the allotment committee had spoken to who they believed was the person responsible for the spraying from which the initial complaint was made. **Action: It was agreed that Cllrs Mannering and Coleman would note the extent of the problem as part of their inspection and then report back to the PC.**

**118/478**

**Matters Arising from June Meeting:**

**a) 16 Layne Terrace:** - Cllr Bennett had received a report back from Highways advising that as this was not a safety issue it was not a priority issue and until such time as it became a safety issue would unlikely to be actioned. **It was unanimously agreed to remove this item from the agenda.**

**b) Smokey Hole Lane:** Following repair of the rutting the road surface remained unsatisfactory. Mike Fear (Highways), had advised that resurfacing would take place in due course but not as a priority. **Agreed to keep this item on the agenda to monitor the deteriorating surface.**

**c) Road leading from Foxwell Lane along the highway to East Lane:** Confirmation had been received from Highways that the unofficial pull-ins would not be surfaced, but that if the Parish Council wished to surface the pull-ins themselves, they could do so.

It was agreed that the Parish Council would not surface the pull-ins and that this item would be removed from the agenda.

**d) Recreation Ground/Pavilion:** The Clerk was working with SSDC on what needed to happen to purchase the rec. She had also asked for more information from the Pavilion Committee around usage of the Pavilion, income from different users, events etc to get a feel of where the income currently comes from and the current usage and capacity. Further updates would be provided as and when information became available. Whilst prima facie it appeared that it would be good for the village to have the control, caution was being exercised to ensure that there were not unsatisfactory unmet costs that would have to be born.

**e) Improved Disabled Access to Recreation Ground:** No response had been received from SSDC as to when the unstable narrow bridge would be repaired or replaced which was critical to the success of improving disabled access. **Action: Watching brief.**

**f) Hollowell Hill – Land use query:** There was no official update. The person, who had bought the land in question, advised that he had attended the meeting in order to answer any questions that the Parish Council had, for which he was thanked. He advised that he currently had a horse grazing the land and apart from extensive clearing, the only thing he had done was to replace the structure that was already there with a new structure. The Chairman advised that any changes regarding structures should go through planning. It was agreed that that the PC would make contact and arrange a visit.

**g) Guide Stone: Update.** Phil Nicholls had advised that the boundary stone at Bow Bridge was broken. He had kindly cut back the verge at Bow Bridge and was currently holding the broken piece of stone in his garage. **All were in agreement that the Parish Council were content for Phil Nicholls to look after the broken stone until such times as the repair could be carried out.** The last update from Nic Wall, senior conservation officer at South West Heritage was that he was waiting to hear back from Highways to see if they can get all the boundary stones listed to protect them in the verges. Noted that the decreased regularity of verge cutting has probably contributed to the damage as they were obscured. Discussed whether or not the stone could be moved to a safer position, but this would need to be clarified as they appeared on maps and other than moving it a foot or so could cause complications. **Action: Agreed that Cllr Cawley would speak to Phil to update him and await further advice from Nic Wall.**

**h) Footpaths:** A report had been received of a blocked footpath on Cyril Baileys land. Cllr Bailey had spoken to Cyril to advise him of the complaint, but had not received any update. **Action: Cllr Bailey to find out if there is still a problem or if it had been cleared.**

**i) The Haunts, Creation of Parking Space on Public Highway:** SSDC Cllr Ric Pallister had been looking into this, he was not present and no update had been received. **Action: Agreed to adjourn until Ric reply received.**

**j) Vacancy on Parish Council: Co-option until next year's elections:** No interest had been expressed. Agreed to leave on the table there being no legal requirement to fill the vacancy.

**k) Complaint at Recreation Ground 6<sup>th</sup> April 2018:** No reply had been received from Luton Town FC since Cllr McMillan wrote to them. A query was raised as to whether Luton Town FC had been advised not to pay a donation. **Action: Cllr McMillan to follow up.**

**l) Fox Deaths:** A number of foxes had been reported dead near the allotments. The matter had been reported to the RSPCA but to date no update had been received as to the cause of the deaths. **Agreed to leave on the agenda pending the report from the RSPCA.**

**m) Litter sign at Bus Shelter:** A temporary sign had been put up on the notice board advising people not to leave rubbish in the bus shelter for collection by the refuse collectors. The sign appeared to have had the desired effect because no further incidents of bags being left there had occurred. **It was agreed therefore that no permanent sign was required and that the temporary notice would be left in situ for now.**

**n) Overgrown Trees at the Knapp:** The Clerk had been liaising with Phil Poulton from SSDC and his advice was awaited. The land on which the trees were situated was parish land. Somebody else had planted the trees on the land. The issue of liability was discussed. **It was agreed that action would be deferred pending the advice from Phil Poulton.**

**o) Cutting of verges:** Positive response had been received to the sensitivity of hedge cutting this year from residents. One resident had raised concerns; however, the Clerk had written to advise that under Highways and RPA Agency law the health and safety of residents, vehicles and horses must be put first and if visibility is affected, hedges and verges should be cut. Cllr Bennett thanked the local farmers for the incredible support in cutting the hedges so sensitively and free of charge. This was unanimously endorsed by all the Parish Councillors and all were agreed that safety is paramount. Advice from SCC was that the verges would be cut towards the end of July.

**p) Overgrown path from Highfield:** Cllr Cawley reported that the path had been cut very quickly after the matter was drawn to the attention of the Parish Council and in fact had already been cut by the day after the last meeting when he phoned to report it. **Action: To be removed from the agenda.**

**q) Road works Scotts Way:** It had transpired that road works signs had been accidentally delivered to the wrong village. **Item to be removed from the agenda.**

118/479

**Reports & Correspondence:**

**a) Highways & Drains:** Grid drains at the top of Higher Street reported as blocked at the last meeting and a rattley one had both been reported by Cllr Bennett. Concerns were raised regarding potholes on Broadstone Lane. **Discussion deferred to next meeting.**

**b) Sign painted green, Lower Street:** The sign on the bridge had been reported as not being visible being painted green with white letters. Cllr Bennett reported that legally the sign had to be painted white with black letters. **Action: Agreed that this would be left on the table for now as Cllr Bennett had put the ball in SCCs court to come back and reconfirm what legislation stated the sign had to be white and black. If they came back and insisted that the sign be repainted, then it would have to be done.**

**c) Planning Department Press release:** SSDC had a large backlog in planning applications which has meant that the Planning Team will not be freely available and there are set times for contact. This was noted. It appeared that they were struggling at the moment with admin processes.

118/480

**Correspondence Received Since Time of Agenda:**

**a) The rubbish on the road to the A30:** (6 or so bags of rubble), just before the main road, had been reported.

**b) Judicial review on Councillors code of conduct:** The Acting Clerk outlined the outcome of recent litigation which held that complaints against a Councillor had to go through the Code of Conduct procedure and that individual Councils could not deal with the matter themselves.

**c) Dog Fouling Complaint:** The matter was reported that someone had hung bags of dog poo over the grid on the top of the well. It was agreed that this was disappointing especially as a new dog poo bin had been provided nearby. **Action: Cllr Mannering agreed to post details of this for the dog warden to action using the procedure on the village website.**

**d) Post Box Painting:** In response to a question from a resident it was advised that villagers could not paint the letter boxes which are on a painting schedule and done at regular intervals by the Post Office.

**e) Spraying of Weeds:** Cllr Bennett stated that he had been advised that weed killing on the footpaths would be taking place but that it was not known when. A resident advised that some weed spraying had taken place but it was not known if this was official spraying.

**f) The Summer Show:** will be taking place on the 11<sup>th</sup> August. This would be put on the website.

**The meeting ending at 20:35 pm**

**Next Meeting Wednesday 5<sup>th</sup> September, 19:30pm in the Village Hall.**