

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held on the 8<sup>th</sup> June 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  
**7 Members of the Public**

### Public Forum:

- a) Concern was raised that there was no map showing the diversions for the imminent closure of the A30 anywhere in the village and that local bus services, including the school services had not been consulted. There were also concerns raised that no plans had been put into place to address the potential traffic problems which could occur in the villages. **Action: Cllr Mcmillan agreed to get further information in the next 48 hours. The Clerk to post a copy of the map on the Parish notice Board.**
- b) Report of Hedges opposite the school causing obstruction to pedestrians. **Action: Cllr McMillan agreed to talk to the owners.**

**16/196 Apologies for Absence:** None.

**16/197 Declarations of Interest:** Cllr Cawley, Allotments.

**16/198 Draft Minutes of the Parish Council Meeting held on the 4<sup>th</sup> May 2016:** Agreed.

**16/199 Matters Arising (Other than those on the Agenda):** i) The Annual Parish Council Meeting minutes from May 2015 were proposed by Cllr Mannering and seconded by Cllr McMillan. All other Cllrs agreed. ii) Following discussion, the Clerk was asked to query the erection of a wooden porch in Lower Street in the conservation area with the planning officer and report back at the next meeting.

**16/200 County Councillors Report:** No report.

**16/201 District Councillors Report:** No report.

**16/202 Presentation by PCSO Dave Lewis:** Dave kindly gave the Parish Council a presentation and is well known to many residents. He agreed that he will visit the PC meetings when he can, subject to his PCSO duties. **On behalf of the Parish Council, the Chair formally thanked Dave for his presentation and the support he gives the villages.**

### Summary:

- Role of PCSO is to promote partnership and educate, working within the Community and regular contact with the public.
- Dave is one of 3 PCSO's from Crewkerne.
- Concentrates on crime reduction, working on rural crime and antisocial behaviour. Mental Health issues are currently at crisis point. Villages are vulnerable, no lighting therefore perfect for thieves at night. Farms are especially vulnerable.
- Can help the villages work on highways issues and make recommendations to support improvement, although rural roads are not priority – major roads are.
- Crewkerne police station is closing next year, Ilminster is already closed – moving towards a different operating model and a regional force.
- Poaching is a big concern locally and all residents are asked to report any information they have.
- Still call 999 for emergencies which are “happening”, but use 101 as the non emergency number.

**16/203 Planning Applications:** i) **Application 16/00771/FUL Eastfield lane/Smiths Hill.** The Clerk confirmed she had sent further correspondence to Andrew Gunn, Senior Planning Officer since the announcement that the social housing levy would not be applicable on single plot developments, asking for his advice on how to move forward. The Clerk had not heard back. **Action: In the meantime, the Clerk to continue to follow up with Andrew Gunn.**

**16/204 Determinations:** None.

**16/205 Finance:**

- a. **To present and sign off Annual Governance Statement for Grant Thornton 2015/16. Proposed by Cllr Mannering, seconded by Cllr McMillan. Unanimous.**

- b. To present and sign off Accounting Statements for Grant Thornton 2015/16. Proposed by Cllr Mannering, seconded by Cllr McMillan. Unanimous.
- c. To Agree Internal Audit: Proposed Cllr Mannering, seconded Cllr McMillan. Unanimous.
- d. Somerset Landscapes, invoice for Grass Cutting, May 2016 £246.00 inc Vat: Concern was raised that as per the April Invoice, the May invoice did not tally with the actual number of cuts. **Action: Cllr Mannering agreed to talk to David at Somerset Landscapes and revisit the contract; agree a formal method for quality controlling the work; address the issues which had been raised by Cllrs and explain that invoicing cannot take place in advance of works being carried out.**
- e. Invoice for £15.48 for Fence panels provided by Cllr Cawley. Payment agreed unanimously
- f. The Wolds Rent; £5.00 received for contract starting 1<sup>st</sup> June 2016, paid annually.

**16/206 Allotments:** Neil Vout confirmed that there maybe two allotments becoming vacant. Initially plot 4A is available. **Action: Clerk to promote in the Parish Magazine.**

**16/207 Matters arising from the May Meeting:**

- a. **Grass Cutting Contract:** Previously discussed under item, 16/205
- b. **Village Hall Bookings Secretary:** This has now changed from John Jones to Peter Hunter.
- c. **Road Markings around the School:** Work on these should commence within the next 12 weeks, on both sides of the Road outside of the school to improve safety.
- d. **PCSO correspondence: Covered under item 16/202**
- e. **A356 Feedback:** Cllr Bennett agreed to lead the feedback on this item to SCC once Cllr Coleman has had the opportunity to comment.
- f. **Defibrillator Working Group:** The Chair confirmed that the Head Teacher from West & Middle Chinnock school was interested in having training for staff if a Defibrillator is purchased. Another volunteer has come forward and the Clerk volunteered (*independent from her capacity as Clerk*) to form a working group to start considering how to move forward.
- g. **Trees Availability:** The Clerk confirmed she had, as requested corresponded with Phil Poulton, Tree Officer at SSDC and he had confirmed trees could be available. It was agreed however that trees and ideas for wooded areas should form part of the community plan. **Action: Clerk to email Phil Poulton and explain that the discussion regarding trees will not take place until later in the year and therefore unlikely that tree would be required until 2017.**
- h. **SIS Funding: Pending – keep on the agenda**
- i. **Playground Inspection: ROSPA visit taking place in June 2016.**
- j. **The Wolds License Agreement: Signed by the prospective tenant and the Parish Council.**
- k. **Councillor Training:** Cllr Coleman and Cllr Bennett have confirmed for Councillor training on 7<sup>th</sup> July 2016. **Action: Cllr Langford and Cllr Mannering are checking to see if they can attend on the 21<sup>st</sup> July 2016 and let the Clerk know.**
- l. **Conservation Area Build Works Queries:** It was agreed by Councillors that the Clerk should contact the planning officer regarding concerns in Higher Street. **Action: The Clerk.**
- m. **The Knap Deeds:** Item carried forward. **Clerk to apply for land registry details.**
- n. **Greatfields Deeds:** Item carried forward.
- o. **Insurance Policy Renewal:** The Clerk confirmed this had been paid and the Policy received.

**16/208 Reports & Correspondence:**

- a. **Roads & Maintenance Update:** Nothing to Report, however it was noted that there were a number of pot holes and Road collapses which still had not been actioned. It was also noted that a number of orange arrows had been painted on Hollowell Hill. **Action: Cllr Cawley to confirm if there is anymore work due to take place, and if yes, when.**
- b. **Road Closure – Foxhole Lane to Cod Lane, A30: Discussed in the Public Forum and actions previously agreed.**
- c. **Potential of a Village Agent:** The Clerk had contacted the local Village agent for surrounding villages who had confirmed that West & Middle Chinnock were not in her remit, however she offered to come and explain what her role was. **Action: Clerk to organise and ask Ric Pallister if he knows why West & Middle Chinnock do not have the services of a village agent.**
- d. **New Councillor Request:** The Clerk had been approached by a resident who was interested in joining the Parish Council. Sadly the Parish Council is not allowed to have more than 7 members without organising a formal election with every resident. Councillors felt it was incredibly positive that there was more interest than places available. **Action: The Clerk was asked to write formally to thank the resident for applying and ask if they would be interested in working with the PC in other areas, in particular the Community plan.**
- e. **Use of Glyphosate for Prevention of Weed Growth:** The Parish Council has been asked if it has a policy on

the use of Glyphosate. It does not. **Action: The Clerk was asked to investigate further, including current national and European legislation and consider current guidance from Defra.**

- f. **Website Update:** It was confirmed that the existing West & Middle Chinnock website had now been closed. **Cllr Mannering and the Clerk agreed to build a simple framework to get the basic legislative information onto the web for the Parish Council and expand once the initial works have been completed.**
- g. **Consultation on Community Infrastructure Levy: No comment**
- h. **Armed Forces Day: Noted**
- i. **Bridging the Gaps in Health & Wellbeing Conference: Noted**
- j. **Route 60+: Action: The Clerk to send details to the Village Hall Chair and suggest perhaps organising a village event.**

**16/209 Reports and Correspondence since the Time of the Agenda:**

- a) **Local Parish Councils Forum: Cllr Mannering, Cllr Bennett and Cllr McMillan confirmed attendance.**
- b) **Funding for Small Roads Projects:** Mark Keating from Haselbury Plucknet had kindly forwarded information on grants available. **Action: Clerk to circulate to Parish Council Members via email.**
- c) **Road Tunnel A30:** Mark Keating had requested that the Parish Council look at the revised plans and submit any comments they may have. **Action: Clerk to circulate original correspondence and latest correspondence via email.**
- d) **Parish Paperwork:** The majority of Parish Councillors said they would prefer having all paperwork via email and/or Dropbox. **Action: The Clerk to support any Councillors who cannot open Drop box and always have at least one hard copy available of documentation. The monthly pack should be circulated earlier in the month to allow Councillors time to look at the content.**

The meeting ended at 9.15p.m

**Next Meeting**

**Wednesday 6<sup>th</sup> July 2016 – Village Hall**

**7.30p.m**

**Everyone Welcome!**

