

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held on the 7th June 2017

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
4 Members of the Public

Public Forum:

- a. The Chair proposed that Members formally thank Guy Coleman from Broadstone farm for cutting the verges and the sensitive trimming of hedges along the boundary of his land, following concerns of visibility issues on the local roads proving dangerous to walkers, horse riders and motorists. **Unanimous.**
- b. Neil Cochran reported that the tyres to be used for Football training will be moved to the shed on the recreation ground, where they will be stored securely.
- c. Neil Cochran explained about the Yeovil Legends versus West & Middle Chinnock Football team which is taking place on Saturday 8th July 2017 in order to raise funds for Dean Barton Hospital in Taunton.

17/330 Apologies for Absence: Cllr Coleman.

17/331 Declarations of Interest: Cllr Cawley, Allotments.

17/332 Draft Minutes of the Parish Council Meeting held on the 3rd May 2017: Agreed with one correction. It was noted that Cllr Bennett's name was missed off of the May agenda when he was in attendance.

17/333 Matters Arising (Other than those on the Agenda): None.

17/334 County Councillors Report: The Chair formally welcomed Mark Keating as the new Coker Ward, County Councillor, replacing Marcus Fysh. Cllr Keating will attend each meeting, however only stay for the first part of the meeting. Where possible Cllr Keating will discuss any issues prior to the meeting and will be readily available to offer support. He also explained that he will primarily focus on local issues, although his written monthly report will include information on more county wide and national issues for those who are interested. Cllr Keating also confirmed that he would provide a list of important names/departments with contact details at the front of his monthly report as well as website links. A written report was presented.

Action: Clerk to circulate with the Minutes.

Action: Councillor Keating to follow up broken signs and review of location/effectiveness of signage on A356.

Action: Clerk to send Cllr Keating a copy of the SIS plan and Road traffic surveys which were originally submitted to Marcus Fysh.

17/335 District Councillors Report: SSDC Cllr Pallister sent apologies, however had sent an update on items which were on the agenda as actions points. (Contained in Matters Arising and Reports & Correspondence below).

17/336 Planning Applications: Two applications for Brook Barn, West Chinnock had been received to replace the windows and erection of a single story side extension. One application was for listed building consent and one for normal planning consent: **Application 17/02170/FUL and 17/02055/LBC.** Both of the applications contained exactly the same information, however after conversation with Mike Hicks, Planning Officer at SSDC, he explained that there had been some amendments to the original application following listed building queries relating to the windows specification and normal planning queries relating to the layout of the alcove in the proposed new boot room. Written support statements, plans and updated amendments for both applications were fully considered. Members did not have any observations or comments to make.

Action: The Clerk to write formally to SSDC planning.

17/337 Determinations: 17/01743/LBC, Brook Barn, demolition of chimney stack.

17/338 Finance:

- a. **To present and sign off Annual Governance Statement for Grant Thornton 2016/17. Proposed by Cllr McMillan, seconded by Cllr Langford. Unanimous.**
- b. **To present and sign off Accounting Statements for Grant Thornton 2016/17. Proposed by Cllr Mannering, seconded by Cllr McMillan. Unanimous.**
- c. **To Agree Internal Audit: First internal audit stage completed. Complete Internal Audit to be signed on the 8/06/17 Unanimous**

- d. **Insurance Update:** Cllr Langford confirmed she had reviewed the current Insurance documents and that Employers Liability was in place. She will also be having further discussions with John Marks regarding insurance for the recreation Pavilion. Cllr Langford confirmed that with permission for fellow Members she had paid for the Insurance with AON in order to ensure the PC was covered from 1st June 2017. Cllr Langford was reimbursed with a cheque for £505.49. Members thanked Cllr Langford for her review of the insurance and for paying the insurance fee in advance of the June meeting.
- e. **The Wolds Rent:** £5.00 received for the annual rent.
- f. **PAYE Update:** All paperwork relating to PAYE had now been passed to Cox and Co.
- g. **To Pay any Routine or Previously Agreed Invoices:** None.

17/339 Allotments:

- a. **Additional Information relating to legislation for Bee Keeping:** The Clerk confirmed she had forwarded this to Neil Vout and copied Members in on the correspondence.
- b. **Vote on Collection of Rents on an Annual Basis at the Parish Council April meeting:** All Members were in favour of Allotment holders attending the April Parish Council meeting to pay their rent to the Parish Council. If there are any outstanding rents, these will be collected by the Allotment committee. It was also agreed that the new Allotment contract will confirm information relating to rent collection.
- c. **Communication with the Allotment Committee:** Due to previous communication concerns, it was recommended that the Allotment Committee should have at least one member present at each Parish Council meeting in order to feedback any information relating to Allotments and to be the “voice” of the Allotment Holders. It wasn’t clear to the Parish Council, who is Chair, Vice Chair on the Committee. **Action: In the first instance, Cllr McMillan to speak to Jenny Coman to discuss her and the Committee’s thoughts on this suggestion.**

17/340 Matters arising from the May Meeting:

- a. **Damaged Drain Layne Terrace and also Opposite the School, Drain Overflow Opposite the Allotments:** Cllr Bennett confirmed he was in ongoing conversations with Highways regarding the drains. Inspectors had been to West Chinnock to examine the drains and had said that they did not believe there were any issues. **Action: Members/local residents to take photographs of drains when they are under pressure/overflowing when it is raining to present as evidence to take back to Highways.**
- b. **Dead Badgers on the Road:** These were reported and removed.
- c. **Fly tipped bath – Hollowell Hill:** This disappeared the day after the last Parish Council Meeting.
- d. **Tree survey in Recreation Ground:** The Clerk confirmed that she had followed this up on a number of occasions with Jon Brown with no success. Cllr Pallister has also followed up and Diane Lazell. **Action: Clerk to speak to Phil Poulton if there is no reply. (Although it was confirmed that he has been copied in to all correspondence with the Lufton Team).**
- e. **A356 – Email Response from David Fothergill:** Members discussed the response by Alyn Jones, Interim Director of Economic and Community Infrastructure Operations, Somerset County Council and noted the comments regarding scope of the project. **Action: The Clerk to request the 3rd stage Audit.**
- f. **Community Policing:** The Clerk confirmed that the local PCSO’s will not now require a base for their bikes and that they will be cycling out from Crewkerne on a more regular basis to all of the local villages.
- g. **Funding Sources – Community Website:** A page has been added to the Community website giving details of many sources of funding. **Action: Clerk to mention in the Parish Magazine.**
- h. **Haunts Parking Issues - Update:** The Chair noted that another car was now parking on the Road. The Clerk confirmed she had written to Carey Howard at Yarlington Homes regarding parking and has not received a reply. **Action: Clerk to chase.**
- i. **Damaged signs A356 – update:** Covered under County Councillors report. **Action: Cllr Keating.**

17/341 Reports & Correspondence:

- a. **Roads & Maintenance Update:** Cllr Bennett confirmed that one pot hole had been filled but that there are still a number outstanding on Smokey Hole Lane and previously reported ones. **Action: Cllr Bennett, ongoing.**
- b. **Community Plan:** Further information was requested regarding the baseline figures of the plan in order to have an informed discussion. **Action Cllr Mannering and the Clerk to clarify with Neil Cochran in order to discuss at the next Parish Council meeting.**

17/342 Reports and Correspondence since the Time of the Agenda:

- a. **Community Led housing Events: Funding Available:** The Clerk presented the information. Members suggested that it be filed in readiness for any future discussions regarding community led housing.
- b. **Bincome Beeches Fayre:** The Clerk presented information which she had already put on the notice board.
- c. **Total Transport Strategy:** To be forwarded to any future village Transport Committee.

- d. **Playing Pitch Strategy for South Somerset:** The Clerk confirmed she had forwarded this to Neil Cochran for consideration if he felt it necessary.
- e. **Wessex Resolutions** – CIC. Information noted.
- f. **Parish App:** Information noted.
- g. **Wood in lay by Hollowell Hill:** The owner of the wood has been identified and is being removed.
- h. **Meacham's Corner Sign Repairs: Action: Pending Cllr Bailey.**
- i. **Trimming of Hedges:** Poop Hill and Scotts Way: **Action: Cllr Bailey to investigate.**
- j. **Sandy Lane Signs Regarding Dog Fouling:** Cllr Bennett confirmed these had been removed. **Action: Cllr Langford and Cllr Bennett to replace signs.**
- k. **Post Box refurbishment Ridgway: Action: Cllr Mannering and the Chair to investigate.**
- l. **Phone Box Cleaning:** Cllr McMillan volunteered to wash the windows.
- m. **Volunteers Grass Cutters:** Required for the Village Hall.

The meeting ended at 8.50p.m

Next Meeting

Wednesday 5th July 2017 – Village Hall

7.30p.m

Everyone Welcome!