

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held 6<sup>th</sup> June 2018

Cllr Shaun McMillan - Chair  
Cllr Mark Bennett  
Cllr Phillipa Coleman

Cllr Raymond Bailey  
Cllr William Mannering  
Cllr Tony Cawley  
Clerk: Kim Duller  
**8 Members of the Public**

**Public Forum:** i) Significant weed growth was reported throughout the village in drains and gutters, which could cause blockages. Cllr Bennett to discuss with SSDC and check if spraying is scheduled to take place in West & Middle Chinnock, as it was noted that it had recently been carried out in Norton Sub Hamdon.

**18/457** **Apologies for absence:** All the Members were present.

**18/458** **Declarations of interest:** Cllr Cawley, Allotments and Cllr Coleman, planning application 18/01472

**18/459** **Minutes of the meeting held 2<sup>nd</sup> May 2018:** These having been circulated were taken as read. There were no amendments, so signed as a true record.

**18/460** **Matters arising (Other than agenda items):** None.

**18/461** **County Councillor's report:** i) SCC Cllr Keating had previously circulated his June update newsletter which contained information relating to Highways and Maintenance. He reported that village roads gullies will be cleared sometime between 2018/19 and he would report back with timings when he has them. He asked Cllr Bennett to give feedback when this had been actioned. Cllr Bennett mentioned some had already been done, however were still not working effectively. **Action: Cllr Bennett to send pictures for evidence to Cllr Keating.** Verges will be cut between June and July. ii) The libraries consultation finishes on the 13<sup>th</sup> June 2018. iii) Cllr McMillan reported there was still serious flooding occurring on the A356 on the stretch between the Haselbury Plucknett junction and the Merriot junction heading north and that the chevron sign towards Merriot (heading north on the A356) is blocking the view of vehicles turning out of West Chinnock at Bow Bridge. He considered this to be incredibly dangerous and asked Cllr Keating to investigate. iv) Cllr Keating explained that bigger signs were going to be put up on the A356 on two poles instead of one; however it will be a "few" months before the work will be done. Cllr Keating said he would advise Cllr Bennett when the work will be carried out.

**18/462** **District Councillor's report:** SSDC Cllr Ric Pallister had previously circulated an update on the discussions for a Unitary Authority however it was agreed to discuss queries on the Smiths Hill planning application 17/04677. Cllr Pallister gave his thoughts on the application which are noted below under the planning application report.

**18/463** **Planning Applications:**

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

- **17/04677/FUL:** Land at Smiths Hill. After discussion it was agreed that the Parish Council still object to this application on a significant number of planning grounds. However it was agreed that the PC might consider a smaller property if the grounds for objection were overruled. **Action: Clerk to write to SSDC planning to confirm.**
- **18/01401/FUL:** 9, Ridgeway, West Chinnock. **Action: Clerk to confirm to SSDC planning that there were no objections or observations on this application.**
- **18/01472/FUL:** Little Acorns Nursery, Middle Chinnock. Cllr Coleman left the room during discussions. **Action: Clerk to confirm to SSDC planning that there were no objections or observations on this application.**
- **18/01513/FUL:** Charmead, Smiths Hill, Middle Chinnock. After discussion, Members advised that they did not have objections to the principal of an extension; however

they would recommend to SSDC that the extension should be in keeping with the existing building design and would request that new plans are re-submitted. **Action: Clerk to write to SSDC planning to confirm.**

- **18/01513/FUL:** 4 Duckpool Lane, West Chinnock. **Action: Clerk to confirm to SSDC planning that there were no objections or observations on this application.**

**b) Determinations since time of agenda:** None.

**c) Updates on Outstanding Planning Applications:**

- **17/03546/FUL Applegarth.** The Parish Council had reviewed the new landscaping designs and the Clerk has confirmed with SSDC that they are happy for the development to go ahead subject to the conditions attached to the application.
- **Muddled Man Defibrillator:** The Clerk, on behalf of the PC has confirmed to SSDC that the PC has no objections to the siting of the Defib on road facing wall of the Muddled Man pub.

**18/464**

**Finance:**

**a) To present end of year accounts 2017/18 and sign of internal audit paperwork.** Due to unforeseen circumstances the internal auditor was unable to finish the audit. The yearend accounts and internal audit will be presented at the July Meeting.

**b) Payment for BHIB Insurance of £454.95.** The Clerk had paid this out of her personal account. A cheque will be raised to reimburse her.

**c) Somerset Landscapes query of the April Invoice:** The Clerk reported that the original invoice has still not been amended and was waiting for a revised invoice to arrive.

**d) Budget query response:** Following on from the May meeting where it had been queried as to whether the budget contained the payments for planning from Warman Builders. The Clerk confirmed it did.

**e) Warman Builders Invoice:** The Clerk reported this has been paid in full. It was also agreed to move this money into the liquidity account to be ring fenced for future capital village projects as specified as a condition of payment. **Action: Clerk**

**f) To pay any routine or previously agreed invoices:** i) An invoice for had been received from Martyn Hamlin for Clerking at the May meeting. All agreed. Clerk to notify Cox and Co (payroll). ii) The Clerk reported the receipt of payment of £5.00 for Greatfields annual rent from The Wolds.

**18/465**

**Allotments:**

**a)** The final rent for the allotments was received on the 6<sup>th</sup> June 2018. After discussion and with the agreement of Neil Vout representing the Allotment Committee, it was agreed that a fixed late payment fee of £5.00 would be charged for any allotment rents which were not received within 28 days of request for payment. It was deemed that this was simpler to operated that a variable interest rate. **Action: Clerk & Neil Vout to advise the Allotment Committee.**

**b)** A complaint had been received from Helen Cristov regarding spraying of weed killer at the Allotments. **Action: It was agreed that the Clerk would investigate the complaint further, however in the meantime it was suggested that the Allotment holders Committee be asked to inform Allotment holders that spraying should be carried out considerately.**

**c)** Annual Allotment Survey: Cllrs Mannering and Coleman agreed to undertake this during July with a member of the Allotment Committee. A query had been raised about the non-cultivated of plots and it was agreed to consider this when the inspection takes place.

**18/466**

**Matters Arising from April Meeting:**

**a) 16 Layne Terrace - Tarmac:** Still waiting for the new costs for tarmac. C/F

**b) Smokey Hole Lane:** Further work had taken place. Cllr Bennett has followed up and is waiting for an update. C/F

**c) Road leading from Foxwell Lane along the highway to East Lane:** Some more work has been undertaken. Cllr Bennett is liaising with Cllr Keating on progress.

**d) Damaged Drains & Gullies:** Discussed under SCC Cllr Keating's report.

**e) Recreation Ground/Pavilion:** The Clerk and Chairman had been advised that the

Recreation Ground transfer of ownership to the Parish Council was imminent; however the Clerk had not received any paperwork. Once the paperwork has been received and the PC has a clear understanding of its legal responsibilities, the Clerk will arrange a meeting with the Pavilion committee. In the meantime the Clerk to work with the Pavilion committee to gain a better understanding of current bookings, booking procedures, insurance and legal liability, pricing structure etc.

**f) Improved Disabled Access to Recreation Ground:** Progress has been made and the bridge has been concreted on both sides. **Action: Cllr McMillan agreed to report the “rotten” bridge which now needs replacing.**

**g) Hollowell Hill- Land use query:** Clerk to request update from Andrew Gunn, SSDC

**h) Salt Bin at Mechams Corner: Action: Purchase a Green bin, the same size of the others in the village in October.**

**i) Bin at Sandy Lane:** The bin is being used regularly; however the height has been reduced for easier access.

**j) Guide Stone update:** Two further stones have been identified. **Action: The Clerk was asked to get a further update with regard to any legal responsibility relating to the PC and keep members informed of the progress of restoration.**

**k) Pension Regulations Update:** Although Cllr McMillan advised the regulator that the Clerk will not be paid a pension, the paperwork currently shows that the PC does not employ anyone. Cllr McMillan has attempted to re-submit, however the system will not allow. It was agreed no further action can be taken and the PC should wait to be contacted by HRMC.

**l) Vacancy on the Parish Council:** No-one has come forward. All to consider if there are any suitable candidates who could be approached.

**m) Adoption of New Ethical Standards:** The Clerk reported the consultation results are not yet out, therefore recommended take this item off of the agenda until the results are published. All agreed.

**n) The Haunts, Creation of a parking space on the public highway:** SSDC Cllr Pallister agreed to investigate this matter and report back to the PC.

**o) Complaint at the recreation Ground:** Cllr McMillan to write to the Chairman of Luton Town and accept the donation on behalf of the Youth Football Team.

**p) A356 Safety Improvements Survey:** Previously updated by SCC Cllr Keating.

**q) Post Boxes – Painting:** Concerns relating to the poor condition of the paint. Unfortunately the response was very general and the PC was advised by the Post Office that “they will get painted eventually”.

**Reports & Correspondence:**

**a) Highways & Drains:** No new issues.

**b) Data Regulations GDPR: i)** The Clerk presented the new Data Privacy Policy. All were in favour of accepting it. **Action: The Clerk to liaise with Cllr Mannering and post on the website under a specific section on GDPR. ii)** The Clerk presented an action plan and progress against the actions. **Action: All Cllrs who have not received training on GDPR should attend training.**

**c) Litter Sign at the Bus Shelter:** Following a complaint that household waste is being left next to the bin in the Bus Shelter resulting in bags being broken open by animals the Clerk was asked to put a sign up asking the household waste should be put in household bins and not in the litter bin.

**d) Report of Fox Deaths:** These are being investigated by the RSPCA who are liaising directly with Cllr McMillan. **Action: The Clerk to discuss with the Allotment Committee if all chicken runs are secure as “free range chickens” have been seen in the fields next to the Allotments.**

**e) Feedback from the Annual Parish Meeting:** Due to the success of the new style format of the Annual Parish Meeting, it was agreed by all to hold this on a separate night to the Annual Parish Council Meeting in 2019. **Action: Clerk to organise dates for May 2019,**

dependant on the local elections.

**f) Report of overgrown trees on the Knapp:** The PC discussed whether the tree which had been planted by the owners of the property next to the Knapp was dangerous to walkers using the footpath; could cause damage to the wall; could be a danger to the neighbouring property; danger to the overhead cables and lifted roots. It was the Parish Councils understanding that the tree, although on Parish Land, had not been authorised for planting by the Parish Council. **Action: Clerk to contact Phil Poulton, SSDC Tree Officer for further advice before any decisions are taken.**

18/468

**Correspondence Received Since Time of Agenda:**

**a) Somerset Village of the Year Competition:** The timescales for application are too tight for 2018, however it might be something the Parish Council would like to endorse in 2019 if any other organisations would be interested in putting the villages forward.

**b) Seafarers Merchant Navy Day 3<sup>rd</sup> September 2018:** Noted

**c) Request from Citizens Advice for a Grant:** Declined.

**d) Benefice Directory:** Clerk to advise of amendments

**e) Road works are due to take place in Scotts Way: Action: Cllr Bennett to find out what the works are as no notification has been given.**

**f) Verges:** As it is likely that the verges won't be cut until the end of July and parts of the roads are becoming dangerous due to plant growth and lack of visibility, it was agreed that the local farming community would be asked again to support cutting. **Action: Cllr Coleman and Cllr Bailey.**

**g) Overgrown Footpath from Highfield:** Yarlington have been contacted twice, however they still haven't cut the footpath back. **Cllr Cawley agreed to call again and explain how dangerous it is for children and other users of the path, who cannot see on to the Road, especially as this is a main walking route to school.**

**h) Fly tipping at the top of Smokey Hole Lane on the way to Chiselborough:** This has been removed.

**i) The Clerk and Chairman gave forward notice that they will not be attending the next Parish Council Meeting on 4<sup>th</sup> July 2018.** Martyn Hamlin will act as Clerk and Cllr Bennett, Deputy will Chair the meeting.

**The meeting ending at 9.30pm**

**Next Meeting Wednesday 4<sup>th</sup> July, 19:30pm in the Village Hall.**