

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held 2nd May 2018

Cllr Shaun McMillan - Chair
Cllr Mark Bennett
Cllr Phillipa Coleman

Cllr Raymond Bailey
Cllr William Mannering
Cllr Tony Cawley.
Acting Clerk, Martyn Hamlin
10 Members of the Public

Public Forum: i) The question was raised were there going to be any commemorations of the centenary anniversary of the ending of World War 1 on 11th November. In particular would the villages purchase the life size silhouettes which could be placed in the Church pews. (Cost of approximately £250). Revd Thomas advised that he was not encouraging the Churches to purchase these because it was not clear what would happen to them in the future. He advised that small glass memorial items could be purchased inscribed with the names of those who had given their lives in the war. These could be placed in the pews or in any suitable place. It was emphasised that the commemorations were not just about those who had died but also those who had served and come home.

- 18/441** **Election of Chairman:** It was proposed by Cllr Bennett, seconded by Cllr Bailey, that Cllr McMillan be elected Chairman. There being no other nominations he was duly elected and signed the formal agreement.
- 18/442** **Election of Vice-Chairman:** It was proposed by Cllr Coleman, seconded by Cllr Cawley, that Cllr Bennett be elected Vice-Chairman. There being no other nominations he was duly elected and signed the formal agreement.
- 18/443** **Appointment of Responsible Financial Officer:** Kim Duller was appointed as Responsible Financial Officer, proposed by Cllr McMillan, seconded by Cllr Coleman, with all in agreement.
- 18/444** **ROI Forms and Acceptance forms for Councillors:** All Councillors signed the relevant ROI and Acceptance forms.
- 18/445** **Apologies for absence:** All the Council were present.
- 18/446** **Declarations of interest:** Cllr Tony Cawley, Allotments.
- 18/447** **Minutes of the meeting held 11th April 2018:** These having been circulated were taken as read. There were no amendments, so signed as a true record.
- 18/448** **Matters arising (Other than agenda items):** None.
- 18/449** **County Councillor's report:** Mr Keating advised that his written report would follow in a few days. He expanded on the news reports that had come out that day that SCC would be starting a dialogue with the Districts looking at Unitary Authorities. He explained that this had come about due to the ever-expanding pressures of adult social care and children and families budgets. In his opinion the budgets were unrealistic and needed a reset. Overspend was the result. He explained the difficulties of containing annually managed expenditure within the restraints of a fixed sum. The dialogue would be looking at economies of saving, getting more money to the front line. It was hoped after the dialogue with the districts to get a consultation document out.
- 18/450** **District Councillor's report:** Mr Pallister advised that the Planning Officer was not able to make decision on Smiths Hill until more information was forthcoming. Cllr McMillan advised that the Parish Council had been notified that revised drawings were to come. Mr Pallister took up the subject of the SCC decision to raise the issue of forming Unitary Authorities. He advised that the Districts were unhappy about the way SCC had handled it. He reiterated that the juggernaut of adult health and social care was dragging local government down, eating everything, and was a national issue resulting from a failure of

central government to grasp it. The Districts would work with County to find the right model for Somerset, learning from the successes and failures of other areas, in order to serve the public as a whole in the best way.

Mr Pallister explained that the changes brought in for the determination of major planning decisions (10 units or more), was to ensure planning consistency and in order for South Somerset to retain its unique system of area planning committees which were a model of good practice bringing localism to the decision-making process. By automatically 2 referring major decisions to a full multifaceted planning committee, where the area committee were inclined to go against the advice of the planning officer, it would bring greater consistency to the process and ensure that SSDC met its government targets safeguarding the system against government intervention.

18/451

Planning Applications:

- a) **Applications since time of agenda:** None.
- b) **Determinations since time of agenda:** None.
- c) **Updates on Outstanding Planning Applications:**

- 17/03546/FUL Applegarth – Andrew Gunn was working with Phil Poulton and the SSDC landscape team to come up with a plan that the PC will approve.
- 17/04677/FUL Land at Smiths Hill – Plans to come but it will not be rushed.

18/452

Finance:

- a) **To Approve Quarter 4 Accounts.** It was unanimously resolved to approve the Quarter 4 accounts as presented.
- b) **To discuss Aon Insurance Quote from June 1st.** Not yet received. Adjourn until next meeting (or to a meeting of the finance subcommittee).
- c) **To Record receipt of Precept 18/19 of £9,500.** Confirmed that this was received.
- d) **To discuss opportunities to maximise investment – Greatfields Sale.** Cllr McMillan advised that the interest rate on the existing investment had just gone up. It would be difficult to better the current rate. It was resolved unanimously to keep the investment as it is.
- e) **To agree Budget for 2018/19.** The draft budget had been circulated to the Council. Cllr McMillan explained how the budget had been formulated. In particular he explained that it had been necessary to allow for an increase in the other maintenance budget covering drains, legal costs for the rec and roads to £3,000. He explained that £1,500 had been budgeted as a buffer for the unknown quantity of expenditure to comply with the GDPRs. (Noted that the government had tabled an amendment that if passed, would mean that Parish Councils would not be a Local Authority for the purposes of the GDPRs and therefore would not be required to appoint a Data Protection Officer). In principle all were in complete agreement with the proposed budget. Cllr McMillan to look into whether the budget included the 2nd Warman payment as it was not clear.
- f) **Changes to VAT procedures:** Noted that different codes now had to be used when submitting the claim.
- g) **To pay any routine or previously agreed invoices:** An invoice had been received from Somerset Landscapes for £262.92 for 2 cuts of the Rec on 13 and 25 April, and 2 cuts of the bus shelter, allotments children's shelter and top well on 10 and 25 April. Cllr Manning agreed to query this invoice with Somerset Landscapes because they had only cut the children's shelter once on 10th not a second time, and the allotments had not been cut.

18/453

Allotments: As at 26th April there were 4 rents outstanding. Neil reported that there was now only 1 outstanding. Agreed that Jenny would follow up the last remaining rent.

18/454

Matters Arising from April Meeting:

- a) **16 Layne Terrace: - Tarmac:** Still waiting for the new costs for tarmac.
- b) **Smokey Hole Lane:** The work had been carried out on an emergency basis. The water run and dangerous channel was repaired but as done as an emergency, doubt whether it was a thorough repair. But clear for now.

- c) Road leading from Foxwell Lane along the highway to East Lane:** Work had been done, hardcore then covered with soil. Workmen not happy with brief as they felt it was just patching it up but were told to just get on with it. So it was a temporary fix. Cllr McMillan to be copied in to correspondence as he would like to attend the meeting with Cllr Mark Keating. Look into boundaries as well.
- d) Damaged Drains & Gullies:** Still waiting, but some work had been done and a new 3-foot gully had been put in the bank. But water was still coming down the road and missing it.
- e) Recreation Ground/Pavilion:** Kim had written to the Committee asking for various information. Cllr McMillan advised that he had spoken to Will, John and Nick and it had been agreed that a couple of Parish Councillors would meet the rec committee and talk about liability, way ahead etc. They were very receptive to the proposal of the meeting which would be arranged.
- f) Improved Disabled Access to Recreation Ground:** No further progress.
- g) Hollowell Hill- Land use query:** Kim had spoken to Andrew Gunn (Senior Planner), who had advised that they had raised a file and would inspect the site.
- h) Salt Bin at Meechams Corner:** To be carried forward to next meeting.
- i) Bin at Sandy Lane:** This was now in situ and had been both filled once and emptied once.
- j) Guide Stone update:** This would be ongoing. Advised that Phil Nichols had queried the guide stone at Foxwell by the triangle, as permission was sought from the land owners to examine it. Staddons had advised that they had no problem with it. So it was possible that examination of that guide stone would now take place.
- k) Pension Regulations Update:** Cllr McMillan advised that he had completed the compliance notice pertaining to the obligation to consider a workplace pension for employees.
- l) Follow up Warman Builders:** The March payment had arrived in April. There was one more payment to come. All the money was ring fenced for community priority capital project.
- m) Footpaths:** Cllr Coleman had obtained a footpath map. She would highlight the items that needed attention on the map and pass to Cllr McMillan. He would then register the issues in the digital system and get them rectified. It was confirmed that the style down at the rec was now ok.
- n) The Haunts, Creation of a parking space on the public highway.** Cllr Bennett reported that Mike Fear of SCC Highways had investigated and confirmed that the parking space should not have been done. Conservation and Planning authorities had been copied in.
- o) Rent Proposal, The Wolds:** Payment being made in June. Kim to issue an invoice, it was confirmed that the status quo would be retained as it was not worth changing it for the sake of £5.00.
- p) Vacancy on Parish Council:** There were no nominations or known volunteers to stand for co-option to the Parish Council. Suggested that one of the new residents might consider it. But confirmed that must be resident in the village for 6 months before you are eligible to be a Parish Councillor.
- q) Adoption of New Ethical Standards:** This would be carried forward to the June meeting.
- Reports & Correspondence:**
- a) Highways & Drains:** No new issues.
- b) Data Regulations GDPR:** Training had been put in place by SSDC and completed by the Clerk and 1 Councillor with Cllr McMillan attending the next day. Emphasised that compliance was a journey and that the Parish Council was not expected to be 100% compliant by 25th May provided it could be demonstrated that steps were being taken to move towards compliance. The extra money has been budgeted in the knowledge that compliance would be very time consuming and that extra resources would be needed, either extra hours made available to the Clerk, or if she was unable to take up the extra hours, it would be necessary to consider contracting outside help to go through everything and ensure it was GDPR compliant.

c) Complaint at Recreation Ground 6th April 2018:

A letter had been received from the Chairman of Luton Town Football Club acknowledging that the inappropriate offensive behaviour had taken place on 6th April when the club were training at the recreation ground prior to their match next day with Yeovil Town. An unreserved apology had been made by the Chairman of Luton Town, with the offer of a donation to a good cause of the Council's choosing by way of recompense. It was resolved unanimously to donate the money to the Junior Youth Football Club.

18/456

Correspondence Received Since Time of Agenda:

- i. No written or email correspondence received since agenda.
- ii. The Certificate of Exemption from a Limited Assurance Review on the ground that neither the income nor expenditure of the Council exceeded £25,000 for the year 2017/18 was signed by the Chairman Cllr McMillan. Confirmed that all the paperwork has to completed (and displayed on the website and notice board), as before, the only difference being that the accounts would not have to be sent to the external auditors for an external review.
- iii. Cllr Bennett reported that Mike Fear of SCC Highways had advised that a survey of the signage on the A356 would be carried out to check where safety improvements could be made.
- iv. Cllr Bennett advised that a resident had tried to adopt the phone box (as it was untidy and dirty) but was advised that only the Parish Council could adopt it. (At a nominal cost of £1). It was still a working phone box. If the Parish Council adopted it they would be responsible for its maintenance. Informal cleaning of the box had been done by the Parish Council. Prior to adoption the Parish Council could not paint the phone box. This would be thought about.
- v. The Parish Council had been promised that the Post Boxes would be painted which had not happened. Cllr Mannering to chase this up.

The meeting ending at 20:55pm

Next Meeting Wednesday 6th June, 19:30pm in the Village Hall.