WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting
Wednesday 10th November 2021

Cllr Bennett - Chair
Cllr Coleman – Deputy Chair
Cllr Cooke
Cllr White
5 Members of the General Public
Cllr Partridge
Cllr Cawley
Cllr Tinkley
Clerk: Kim Duller
SCC Cllr Keating

Public Forum: No items

21/874 **Apologies for Absence: None**

21/875 **Declarations of Interest:** i) Cllr Cawley Allotments ii) Cllr's Bennett, Coleman and Clerk, Recreation Ground Development Committee. iii) The Clerk, legal transfer of the Recreation Ground. v) Cllr White, retrospective planning Shiredown; Risk Assessment of Trees Smokey Hole and Smiths Hill vi) Cllr Coleman, any footpaths on Greatfields land. vi) Cllr Bennett, Playground Committee.

21/876 **To approve and sign as correct the Minutes of the Parish Council Meeting held on 6.10.21 Resolved.**

21/877 **Matters arising, not on agenda: None**

21/878 **County Councillors Report:** i) The Chair thanked Cllr Keating for the information on general speed limits for the village which will be discussed at the Annual budget and business planning meeting. ii) The Chair requested an update on the potential for a 20mph around the school. Cllr Keating advised this will be assessed separately. iii) Chinnock Hollow still closed. Update due from Highways Director in the "couple of days". iv) Cllr Coleman asked if there was a new Footpaths Officer in post to replace the one who has just left. She had not been notified of his departure and only found out from a bounce back email. Cllr Keating advised Robert Coat is the Service Manager and gave Cllr Coleman his email address. **Action: Cllr Coleman to contact Mr Coat for an update.**

21/879 **SSDC Councillors Report:** Cllr Patrick had sent his report via email and had sent apologies. The report had been circulated to Members. No queries or comments from Members.

21/880 **Planning:**

a. **Applications: None**
b. **Applications since time of the agenda: None**
c. **Determinations since time of agenda:**
   i) **21/02713/HOU: Willows Trees, Lower Street, West Chinnock**. Approved
   ii) **Shiredown:** Still Pending
   iii) **21/02370/HOU2: Ridgway West Chinnock:** Application gone to appeal.
d. **Planning queries:**
   i) **Twin down Mead: Application previously refused.** Cllr Tinkley to recheck status.
e. **Planning enforcement:**
   i) **Hollowell Hill 19/00026/FUL:** Clerk updated, and resubmitted outstanding enforcement. **Clerk to contact SSDC planning for an update.**

21/881 **Finance:**

a. **Resolved:** Qtr 2 accounts audited by Neil Cochran. Unanimous to accept Qtr 2 accounts.
b. **Resolved:** Budget update accepted. Year end budget to be discussed at WMCPC budget meeting.
c. **Resolved**: Clerk to contact Members to agree a date for WMCPC business planning, budget and precept setting meeting in December 21.

d. **Resolved:** To allocate £600.00 to be made available to village organisations for grants, before 31.03.21. Unanimous. **Action: Clerk to notify village organisations. Action Cllr Coleman to follow up outstanding "bench" for churchyard.**

e. **To pay any routine or previously agreed invoices:**

i) **Query number of cuts SLL October Invoice. Action: Clerk**

ii) **Resolved:** Allotment Society £66.00

iii) **Training Invoices:** Clerk to re-contact SALC for clarity regarding invoices.

iv) **Resolved:** To pay £425.95 for Football Club portable shelters. **Resolved:** To agree for any of the remaining grant to be spent on seating, subject to receipt of additional invoice.

f. **Delegated Powers payments:**

i) **Resolved:** Payment of Weebly invoice (website) 19.07.21 £129.

ii) **Resolved:** SALC Annual fee £162.67 19.07.21

iii) **Resolved:** Cox & Co quarterly payroll fee £30.00 Qtr 2

iv) **Resolved:** Donation for Remembrance Day £20.00

v) **Resolved:** Additional Salt for high risk areas £150.30 to be located as follows: i) Top of Ridgway, Cllr Cooke, 5 bags, ii) Petrol Pumps, Lower Street, 5 bags, iii) bottom of Meacham's, Cllr Coleman 5 bags, iv) Cllr Bennett unit, Higher Street 5 bags, v) Duckpool Lane, Cllr Cawley 5 Bags. **Action: Clerk to check if required JN Hollowell Hill.** The Chair thanked Keith Dodge for offering to distribute the bags.

vi) **Resolved:** Battens completion statement Rec purchase: £942.20

21/882 **Allotments Update:**

a. **Annual Inspection:** Taken place on 6th November 2021 with representatives from the Allotments, Neil Vout and Tony Cawley (not acting in capacity of Councillor). Cllr Partridge reported a positive inspection given the time of year. Approx 5 plots to further discuss with tenants. Invitation sent out to all tenants with an offer to meet Cllr Partridge on 13/14th November 2021.

b. **Plot Tenancy Prices: Resolved:** Prices to be held at current rates for another year. It was noted costs are not covered by rent and are currently subsidised by WMCPC.

c. **Cultivation/Husbandry standards: Resolved:** To adopt nationally recognised National Allotment Society standards. **Action Cllr Partridge to send out a copy of the policy document with the next newsletter.**

d. **Plot 20:** SLL attended plot 20 to quote for hedge cutting specific to plot 20, and other maintenance, including clearance. **Action: Clerk to chase SLL.**

e. **Hedge Cutting: Action: Cllr Cawley to ask AK to quote for top and outside face of allotments. (SLL currently do inside hedge beside Youth Shelter).**

f. **Plots to be correctly marked out with exact measurements and a numbered sign on each plot. Action: Cllr Partridge.**

g. **Request for Tarmac access on to allotments:** In order to improve general, wheelchair and car access. All in favour in principle. **Action: Cllr Partridge to prepare specification of works including costs and measurements. Once prepared, 3 quotes to be sought.**

h. **Report of Golf balls being hit on the allotments:** Allotment holders to report any sightings to Carl.

i. **Avian Flu outbreak:** All Allotment holders have been notified and also circulated via social media in the villages.

21/883 **Matters arising from the 6th October 2021 meeting:**

a. **Smokey Hole & Smiths Hills Trees overhang, outstanding Risk Assessment:** Still no response from owner. Item to be referred to SSDC. Cllr White confirmed he had spoken to JM on a number of occasions. **Action: The matter will now be referred to SSDC.**
b. **Riverbank Collapse, Scott's Way:** Owner has been located and contacted by Cllr Bennett. **Action Cllr Bennett to keep Members updated with progress. Action: Clerk to contact Merriott PC with an update.**
c. **The Knapp: C/F waiting for response from SSDC**
d. **Neighbourhood planning informal meeting with JC:** Meeting took place, two actions. i) JC to look at statutory information relating to NPs ii) Clerk/JC to identify other similar Parishes with NP's, review impact and "difference to the community" iii) JC offered update to Cllrs Cooke and Tinkley in the New Year.
e. **Recreation Ground Purchase Update:** Recreation Ground now under the ownership of the Parish Council. The Chair formally thanked Battens for their professionalism for what was a long and drawn out process.
f. **Recreation Ground Gate:** Still being "opened and closed". Concerns were raised relating to the recent incidents of vans driving on the Rec which has ruined the grass. **Action: Cllr Cawley to fix fencing/chain in car park to prevent cars and vans driving on to the recreation ground to restrict access. Recreation Ground Gate to still be kept open.**

21/884 **Reports & Correspondence:**

a. **Cllr Keating speed reduction scheme:** Discussed under Cllr Keating report.
b. **Somerset Bus Partnership:** Noted.
c. **Grass Cutting - West & Middle Chinnock Churches:** Cllr Tinkley held a site meeting. Waiting for quote. **Action: Clerk to chase.**
d. **Footpaths Parish Work Plan:** Footpaths Officer left, work currently being distributed between existing SCC Officers, however no-one from SCC has attended any of the reported problems. Cllr Coleman has logged all reports. **Action Cllr Coleman to contact SCC.**
e. **Parish Resilience and Emergency Plan: Climate change and various other risks facing local communities:** Conference has been cancelled due to COVID and rescheduled for spring. **Action: Cllr Cooke to get a copy of the Somerset Flood plan for circulation to Members.**
g. **Flood Resilience Plan – Local Parish Flood Wardens information: Previously circulated.**
h. **Queens Platinum Jubilee 2nd – 5th June 2022:** Beacons discussed. No other groups have contacted Clerk. It was felt that a Beacon might be a good idea as a community event. Cllr Coleman confirmed other Parishes have approached landowners for the potential to have, and hold, Beacons and Beacon events. WMCPC to consider in February meeting as it was felt more organisations/clubs and perhaps the school, churches etc will be in a better position to make plans.
i. **Drains:** Meeting being organised via Clerk with Cllr White, Cllr Keating SCC, Lee Norman, Highways and Keith Dodge to carry out and audit of all drains, produce a schedule of drains and going forward, a specification of works. **Action: Cllr Cawley to now report all incidents and faults with drains directly to Cllr White to report to SCC.**
j. **Hedges: Fortunes Well:** Hedges causing visibility issues on Higher Street. **Action: Cllr Bennett.**
k. **Potholes: Nothing to report**
l. **Recreation Ground development update:** Initial concept plans from Consultant received. Committee feedback meeting taken place and now waiting for revised concepts. (2 concepts). These will be circulated to the wider Community at some stage in the future. Next update from consultant due in next 2 weeks.

m. Parish Work Plan: No updates**.**

n. Clerk Report:

i) Chinnock Brook blocked at Bow Bridge on 2 occasions, reported to SCC via reporting system by Cllr Bennett.

ii) Thank you to Dave Hannam for clearing tree in Chinnock Brook at Bow Bridge to prevent further flooding.

iii) Thank you to Sue Twist for notifying of additional debris and branches blocking the Brook and thank you to Cllr Cawley for clearing debris as soon as it was reported.

iv) Thank you you to Andy Cockrem for clearing the banks of the Brook with heavy machinery to give ensure the Brook was able to cope with the increased capacity of water from the heavy rains.

v) Library Service, new service for residents who can't access the Library – details circulated.

vi) Avian Flu – information circulated via social media and posters at Allotments.

vii) Accident on Boozer Pit Corner, which is Merriott PC jurisdiction. Raised an interesting point going forward whether PC's are responsible for signage or SCC County Highways. On this occasion SCC Highways are not funding replacement signage.

viii) Fly Tipping top of Odcombe Road on grass verge – Clerk to report.

o. Free Trees: Previously circulated. Minimum 150 trees per project.

m. Remembrance Day Service: Cllr Tinkley to attend on behalf of the Parish Council

n. Traditional Christmas Parish Council Drinks and Nibbles: Wednesday 8th Dec 21

21/885 **Correspondence & Matters for Wednesday 8th December 2021**

Any Agenda items to be forwarded to the Clerk before Wednesday 1st December 2021

Meeting closed 8.40pm

Next Meeting

Parish Council Meeting Wednesday 8th December 2021
7.30pm West & Middle Chinnock Village Hall