

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting held on the 2nd November 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
5 Members of the Public

Public Forum:

- a. Drains Clogging with Autumn leaves: To be discussed under item

16/250 Apologies for Absence: None.

16/251 Declarations of Interest: Cllr Cawley, Allotments; Cllr Coleman, Greatfields. Cllr Mcmillan, planning application 16/04265/FUL

16/252 Draft Minutes of the Parish Council Meeting held on the 5th October 2016: Agreed and signed by the Chairman

16/253 Matters Arising (Other than those on the Agenda): None.

16/254 County Councillors Report: The Clerk reported that a County Councillors Report had been received from Marcus Fysh and a copy would be circulated with the Minutes. Full report available <http://www.westandmiddlechinnock.co.uk/>

16/255 District Councillors Report: Ric Pallister gave a verbal report; a copy will be circulated with the Minutes. Full report available <http://www.westandmiddlechinnock.co.uk/>

16/256 Planning Applications: 1) 16/04265/FUL. Demolish existing conservatory and erection of new conservatory to rear of dwelling house; 27, Ridgway, West Chinnock, Crewkerne, TA18 7PY. Cllr McMillan left the room whilst the application was discussed. **Members had no observations and no objections were raised. Clerk to report to SSDC planning department.**

2) 16/04337/PDE Proposed rear extension; 4 Hill View Close, West Chinnock, Crewkerne, Somerset, TA18 7QH (Application made under Permitted Development). **The Chairman reported this application had been withdrawn and will be submitted under standard planning guidelines, not under permitted development rights.**

16/257 Determinations: The Parish Council is waiting for feedback from 16/04283/LBC Breech Farm and 16/03919/FUL Garden Cottage. **Both determinations are pending.**

16/258 Finance:

- a. **To approve Quarter 2 and half year accounts 2016/17.** Cllr Mannering confirmed that he had inspected the accounts prior to the meeting. **Formal Vote, all in favour.**
- b. **Budget update against forecast year end and half year review:** Budget on target however the Chairman suggested a Zero based budget rather than the loss which had originally been predicted. **Cllr Langford proposed, Cllr Mannering seconded, All in favour.**
- c. **Discussion on allocation of budget for village grants:** It was agreed that in December, members would estimate all costs to year end and calculate how much would remain from the 2016/17 precept which could then be allocated to grants. Organisations would be invited to apply for grants in December, applications will close on the 31st January, Members will discuss and agree grants at the March 2017 Parish Council Meeting. **Action: All Members to notify the Clerk of any estimated costs to year end in order to bring to the December meeting.**
- d. **To apply for VAT refund of £89.26: Actioned by the Clerk**
- e. **Clerks Salary: PAYE will now be paid quarterly.**
- f. **To pay any routine or previously agreed invoices:** Somerset Landscapes, October Invoice £246.00 including VAT. Cllr Mannering reported he had checked against the schedule of cuts and all were as invoiced.

16/259 Allotments: Members discussed the setting of Allotments rents for 2017/18 and asked the Allotment committee if they had any views and for feedback at the December meeting. **Action: The Clerk to circulate the current accounts for the Allotments to Members for discussion and a final decision at the December meeting.**

16/260 Matters arising from the October Meeting:

- a. **A30 Road Closure:** The Clerk had written to both Ric Pallister and Marcus Fysh and received feedback from both thanking the Parish Council for its input.
- b. **A356 Report:** The report had been sent and the Parish Council is still waiting for feedback. **Action: Clerk to Chase.**
- c. **Playground Inspection Query:** Carry forward to next meeting. **Cllr Bailey has agreed to remove the trees and explained that their removal was imminent.**
- d. **Recycling Centres - New Licensing Regulations:** The Clerk confirmed she had queried the new regulations, but no response had been received. **Clerk to chase. (Carried forward from previous meeting).**
- e. **Conservation Area Queries:** Outstanding query on Garden Cottage regarding the Roof. **Application not yet received. Clerk to chase.**
- f. **SIS Funding:** Correspondence had been received from Marcus Fysh. (Previously circulated). Members discussed this and agreed that once the Community plan consultation had been finished and working groups set up, it was likely there would be a transport and roads group that could take concerns of residents to the next stage for development.
- g. **Critical Drain Identification:** Cllr Bennett and McMillan had inspected the drains and at least 50% of the blocked drains were linked. Jetting would compound the existing problems if only some drains were cleared. Cllr Bennett is organising a site meeting with Mike Fear from Highways and the Chairman to discuss a way forward and to obtain a definitive answer on whose responsibility the drains are in terms of cleaning, especially with the amount of leaves which are currently dropping and blocking a significant amount of drains throughout the village. **Action: Cllr Bennett to report back at the December meeting, including projected costs for the Parish Council if Highways are unable to clear the drains.**
- h. **Pot Holes Logging Records:** Cllr Bennett agreed to start mapping all pot holes as well as keeping a log of when the pot holes are officially reported to SSDC in order to monitor progress and to discuss with Mike Fear his preferred methodology for reporting problems. **Action: Layne Terrace has not been filled and is considered to be very dangerous. Cllr Bennett to report again.**
- i. **Website Update:** The Clerk explained that due to data protection law that it was vital that all Members confirm in writing, the contact details which should be available for publication on the Website.
- j. **PCSO Dave Lewis Resignation:** The Chairman and Members formally thanked Dave for all of his support to West & Middle Chinnock in the past and wished him well for the future.
- k. **PC Chris Purcell Update:** PC Purcell had confirmed with the Clerk that he was happy to have his personal email address published for general circulation. Chris.Purcell@avonandsomerset.police.uk The Clerk also confirmed that Chris was going to drop of the remainder of the Burglary leaflets for distribution at events and door to door. Chris has also offered to attend and support other village events where needed.
- l. **Health & Wellbeing Fund update:** The Clerk advised that there is no funding this year under this scheme, however there is information on both SCC and SSDC for organisations who would like to apply for other sources of funding.
- m. **Community Plan Update:** Surveys have all been collected and there was a 70% return rate. All of the information is currently being collated.
- n. **Capping Consultation, Deadline 29th October 2016:** Nothing to report.
- o. **Printing:** The Clerk had received details of a new printing service from SSDC which is available for the Parish Council and the general public to access.

16/261 Reports & Correspondence:

- a. **Hedge & Verge Cutting:** The Chairman confirmed that he had sent a letter to all local farmers suggesting the potential for support, however would follow up if he had not heard back by the suggested deadline for response. The Chairman also recommended that the Parish Council ring fence an agreed amount for at least one extra cut in 2017/18, maybe two. **Action: Ring fenced budget for hedge and verge cutting to be agreed at the December meeting.**
- b. **Council Tax Setting Workshop, 14.11.2016:** The Chairman and Clerk to attend. Action: The Chairman to report back with recommendations at the December meeting.
- c. **Winter Salt, Depot Collection:** It was confirmed by Members that there was sufficient salt located around the villages to be used on the roads during the winter.

16/262 Reports and Correspondence since the Time of the Agenda:

- a. **David Fothergill Event:** Mark Keating from Haselbury Plucknett explained that David Fothergill Highways & Transport portfolio holder would be visiting the area on 13th January 2017 and invited Members from West & Middle Chinnock to attend an event. More details to follow in December.
- b. **Allotment Hedge:** Cllr Bailey to confirm the cost of cutting the Allotment Hedge next to the Road at the next meeting.

Note: Cllr Cawley left the meeting after item 16/260/o.

The meeting closed at 9.10pm

Next Meeting

Wednesday December 7th 2016, 7.30pm - Village Hall



Everyone is invited to stay for Christmas Drinks & Nibbles, provided by Members and the Clerk after the December Meeting.

