

WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting Wednesday 4th November 2020 - Virtual Meeting

Cllr Bennett - Chair
Cllr Collins (Newly Appointed)
Cllr Tinkley

Cllr Coleman – Vice Chair
Cllr Dewsbury (Newly Appointed)
Cllr White (Newly Appointed)

Clerk: Kim Duller

3 Members of the General Public

Public Forum: There were no matters for the Public Forum.

20/737 Apologies for absence: Cllr Cawley.

20/738 Declarations of interest: Cllr's Bennett, Coleman and Clerk, Recreation Ground Development Committee. The Clerk, legal transfer of the Recreation ground. Cllr Bennett, item 10.e Triscombe, Higher Street. Cllr White item 7.d and 10.k.

20/739 To approve and sign as correct the Minutes of the Parish Council Meeting held on 07.10.20.

Resolved: That the Minutes of the meeting of the Parish Council Meeting on 07.10 20 as previously circulated were taken as read and being a correct record. To be signed after Lockdown.

20/740 Matters arising, not on agenda:

i) **Resignation of Cllr Patrick and Griffiths:** Resignations received and accepted during October. The Chair gave a vote of thanks to both Councillors for their hard work and service to the Parish Council and local residents. The Chair & existing Members wished Oliver Patrick every success in his role as SSDC Councillor and looked forward to his continuing support and service to the Parish Council and residents of West & Middle Chinnock.

ii) **Co-option of new Councillors, final discussion and closed vote:** Each applicant gave a brief speech. Co-option applications had been previously circulated to existing Members.

Vote: Unanimous. Resolved: Co-option of Pete White; Llowes Dewsbury; Peter Collins to become Councillors. Clerk to carry out an induction for Councillors. Precept and Parish Council business planning session to be held mid to late November 20 via Zoom.

20/741 County Councillors report: Report not received.

20/742 SSDC Councillors report: Report received & circulated. Clerk/Cllr Tinkley to discuss working in partnership with SSDC Cllr Patrick to ensure Parish Council planning views are discussed and if appropriate, supported.

20/743 Planning:

a. **Applications since time of the agenda:**

i) **SSDC has received amended plans and/or additional information concerning application 20/01660/S73. Deadline for comments 12th November 2020.** Cllr Tinkley reported that the only new information is a Tree Officer report, which is positive. It appears however, that all of the Parish Council concerns have been ignored. **Cllr Tinkley to draft a response with the Clerk and circulate to Members, with recommendations.**

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

c. **Planning enforcement: None.**

d. **Planning queries:**

- i) **12, Ridgway, West Chinnock:** Parish Council has submitted an objection. SSDC Cllr Patrick has also submitted an objection.
- ii) **Shiredown:** Cllr White confirmed that he has to submit a pre planning application and will keep the Parish Council updated.

20/744

Finance:

- a. **Resolved:** To approve Qtr 2 and half year accounts 2020/21 as previously circulated and examined by the internal auditor, Neil Cochran. **All in favour.**
- b. **Budget update against forecast year end and half year review. Discussion to include Precept setting for financial yr 2021/2022 and Parish Council Priorities for 21/22.**
Resolved: To postpone this discussion in order to give new Councillors the opportunity to become familiar with the relevant paperwork, in particular precept calculations. Clerk to organise precept and Parish Council business planning session in mid to late November 20. **All in favour.**
- c. **Discussion on Parish Grants 2021/22: Resolved:** To take this discussion to the November 20 precept and Parish Council business planning session. **All in favour.**
- d. **To agree Remembrance donation. Previous year £20.00:** Cllr Coleman to represent the Parish Council. Clerk to confirm whether or not service is allowed to go ahead with Chris Stock. **Resolved: To contribute £50.00. Proposed: Cllr Dewsbury, Seconded: Cllr Coleman. All in favour.**
- e. **To agree additional payment for BT phone box, agreed under delegated authority: Final cost £178.44 instead of the sum that members voted on at October's parish council meeting (£152.80 +£12.00 for panes of glass): Resolved: Payment made under delegated authority. No objections.** Risk assessment now completed by Cllr Bennett and Oliver Patrick and everyone looking forward to the renovations starting taking place after lockdown.
- f. **To pay any routine or previously agreed invoices**
 - i) **Resolved:** To pay Somerset Landscapes October 20 Invoice for grass cutting at the Rec. £79.50
 - ii) **Resolved:** To pay the National Allotment Society renewal notice: £66.00

20/745

Allotments:

- a. **Tenancy breach and complaint plots 11, 12, 13:** Cllr Bennett confirmed he had requested the tenant remove all items which were in breach of the tenancy. The inspection was due to take place on the 7th/8th November 20. **Resolved:** Inspection to take place at the end of lockdown.
- b. **Tenancy breach and complaint plots 14, 15:** Following the request by the Parish Council for the tenant to vacate the plots due to breach of tenancy, the Chair had met with the tenant and had discussed the potential for him to retain half a plot, located next to his shed. **Resolved: ½ plot to be retained by tenant. Proposed Cllr Tinkley, seconded Cllr Dewsbury. All in favour.**
- c. **Inspection of allotments: Resolved:** Inspection to take place at end of lockdown.
- d. **Discussions for the future:** It was discussed that those on the waiting list should be allocated a ¼ of a plot rather than a ½ plot on the basis that the current size of plots are larger than those recommended by the National Allotment society and it would give the new allotment holders a chance to gradually build up to a ½ plot if they so wished. It was also discussed that the remaining ½ plot could be used as a community plot as well as the potential to consider creating a community garden, growing and seating area at the top of the allotments where the community shed is located. Cllr Coleman asked if there

was any further news on the sale of the Yarlington land at the bottom of the allotments. The Chair advised this was still on-going, however if a community project did get off the ground, the Yarlington land could also be considered for future development for the community.

- i) Resolved:** Clerk to provide existing maps and plans of plots 14, 15 and area at the top of the Allotments and Cllr Tinkley to feedback to allotment holders the discussions from the Parish Council Meeting. Costed drawings/plans/project must be provided and agreed before any work takes place.
- ii) Resolved:** Zoe Grainger to feedback discussions (in January) regarding the consideration of a community garden/growing space to the gardening society to consider as a community project and possibly other village organisations/associations. Also consider contacting the school and families.
- iii) Resolved:** Clerk to ask Somerset Landscapes to quote to bring plots 14,15 back to a position where they would be able to be cultivated; to include removal of all weed growth.
- iv) Resolved:** The Parish Council will consider contributing towards the funding of the creation of a new community space.

20/746

Matters arising from the October 2020 meeting:

- a. Footpaths:** Ongoing Clerk. The Clerk confirmed that she didn't believe that SCC would consider upgrading the disabled bridge access via Lower Street side and that this may be something the Parish Council would need to consider for inclusion in the precept budget meeting. Cllr Coleman confirmed there was a new footpath officer and she would be discussing some of the footpath maintenance reports on the Broadstone Farm Land, with Mr Coleman.
- b. Recreation Ground, adjacent field written permission for steps:** Carry forward to next meeting as no confirmation from Cllr Cawley.
- c. Smokey Hole Trees overhang:** Reported to SCC Highways, waiting for inspection. (Tree Officer confirmed responsibility is Highways, not Tree Officer).
- d. Opening of Recreation Ground Gate:** Cllr Dewsbury confirmed that only 4 volunteers (Including herself and husband) had offered to help with the opening of the gate during daylight areas. The Chair confirmed that all of the village organisations who use the recreation ground are key holders and that keys are available from the Chair and Cllr Cawley. **Resolved: Gate to be kept locked until the end of the current lockdown and reviewed at the next Parish Council meeting.**
- e. Triscombe, Higher Street:** Cllr Bennett left the meeting and Cllr Coleman took over as Chair. Cllr Tinkley recommended a face to face meeting with the tenant and residents who had raised concerns. The Clerk reported that fences were about to be erected which would be 4ft high and were designed to provide protection for the tenants young child at the property. **Resolved:** Cllr Tinkley to facilitate a meeting.
- f. Consultation Waste Bin Little Silver:** The Clerk reported that 14 residents had filled in the survey, however that the results of the survey were inconclusive. Clerk to send out send out raw data results. Cllr Coleman confirmed that the field which is being used for dog walking through the Greatfields site is not an official footpath. It was noted that bins cannot be sited in actual field sites due to waste collection. **Resolved:** Purchase of bin is not justifiable at the current time. **All in favour.** Clerk to remind residents about the importance of picking up litter and dog waste via the community website, social media and Parish magazine.
- g. Locality Officer SSDC:** C/F to next meeting.
- h. Councillor Training:** Clerk to organise for new Councillors as part of induction.
- i. Tree planting, Higher Farm:** The Chair confirmed this had been completed.
- j. BT box renovations:** Previously discussed item 207/44e.

- k. Risk assessment action plan update, including Dug outs Recreation Ground:** It was discussed that the Dugouts at the Recreation Ground had still not been removed by the football club. It was agreed that there had been some confusion to their removal as NC had been advised by Cllr Cawley that he was going to remove them. The Chair confirmed the requirement for their removal under current health & safety legislation relating to the Parish Councils and Members duty of care as part of its insurance. The matter was clarified by the Chair who confirmed that the Dug outs need to be removed and that the Parish Council Members had all visited the site and agreed the Dug outs were unsafe. The Chair explained that the Parish Council had offered support towards some pop up Dug outs and suggested there may be future funding available to create a shelter at the Rec as part of the overall development of the Recreation ground in the future. NC explained that he wasn't aware that the Parish Council had proposed funding and it was agreed that this could be discussed further. NC explained that the club now has a gazebo for spectators as part of the grants the football club has received and explained that the Dugouts were different and that portable Dug outs are not suitable. The comparison of Merriott Dug outs was discussed. **Resolved:** The Dug outs must be removed. It was agreed to extend the removal of the 2nd week December 2020, however the Chair stressed that the Parish Council would prefer immediate removal for Health & Safety reasons. **Proposed Cllr Tinkley, Seconded Cllr Collins, All in favour.** It was agreed that a new discussion needs to take place at a later stage as part of the Recreation ground development.
- l. Somerset Climate Emergency Fund Update:** The Parish Council remains supportive of this agenda item; however no residents have come forward with projects which they would like to take forward. **Resolved: To consider the wider agenda as part of precept planning and review activities which other Parish Councils were undertaking.**
- m. Standing Orders:** These have been updated; however it was felt that it would be unreasonable to expect new Members to adopt them without being able to read them first. **Resolved:** To be circulated throughout November to Members for adoption at the December meeting.
- n. Corona Virus: Feedback: Chair**
- I. Local response: COVID 19 community support group are still supporting any residents.
 - II. Direct legislative impact on Parish Council: Guidance as per previous lockdown.
 - III. Recreation ground: Guidance as per previous lockdown.
 - IV. Concerns at local level: None noted.

20/747

Reports & Correspondence:

- a. Parish Work Plan:** The plan was not updated due to new Councillors joining the PC. **Resolved:** Clerk to circulate previous plan to new Members as part of their induction.
- b. Highways and Drains Standing Item:**
- i) Patching has started on Smokey Hole Lane and Smiths Hill, with complete surface dressing due to be completed in the new year.
 - ii) Drain Cleaning/blockages: The Chair advised this should be part of precept planning as Somerset County Council are unable to fund cleaning to the level which is required in West & Middle Chinnock. The Clerk confirmed that the next cleaning cycle should be within the next 6 months
- c. Great Tree Giveaway from SSDC:** 50 trees/saplings available for residents in the village. Clerk to circulate details. PC will co-ordinate.
- d. Remembrance Day PC Representative:** Cllr Coleman. There are mixed messages as to whether the service will take place due to Lockdown. Clerk to seek guidance and keep Members informed.

- e. **Proposal to refuse badger culling on SSDC land, received from SSDC: (Previously circulated):** It was **Resolved** that the item to be carried forward to December meeting to allow new Councillors to watch the video discussion at SSDC and receive background papers.
- f. **Traditional Christmas Parish Council Drinks and Nibbles:** All to bring nibbles and drinks to the virtual meeting.

19/748

Matters for the 2nd December 2020 Agenda

Next Meeting Wednesday 2nd December 2020

7.30pm Village Hall or Remote Meeting – to be advised

Meeting closed 9.38pm