

# WEST & MIDDLE CHINNOCK PARISH COUNCIL

## Draft Minutes of the Parish Council Meeting held 3<sup>rd</sup> October 2018

Cllr Shaun McMillan (Chair)  
Cllr Mark Bennett (Vice Chair)  
Clerk, Kim Duller

Cllr Tony Cawley  
Cllr Raymond Bailey

**7 Members of the Public**

### **Public Forum: No comments or feedback at the Public Forum**

**118/492** **Apologies for absence:** Cllr Phillipa Coleman.

**118/493** **Declarations of interest:** Cllr Tony Cawley, Allotments.

**118/494** **Minutes of the meeting held 5<sup>th</sup> September 2018:** These having been circulated were taken as read. No amendments. Signed as a true record.

**118/495** **Matters arising (Other than agenda items):** None.

**118/496** **County Councillor's report:** It was agreed not to discuss SSC cuts and savings unless they impacted on the Parish Council. The Chair requested confirmation from Cllr Keating on whether bags of grit will still be provided and hedge cutting. Cllr McMillan explained that gritting the main routes out of the villages by the PC and local residents was fundamental to keeping the roads useable during poor weather. Cllr Keating explained that the A356 signage repairs were still on the list of "to do". **Action Cllr Keating to advise the PC regarding grit and hedges.**

**118/497** **District Councillor's report:** Cllr Pallister advised that some of SSDC services would be impacted by the cuts and savings at SSC; confirmed that there were still issues with SSDC planning and many applications were still behind; housing development was now on track and that Aerosol cans can now be taken as recycling.

**118/498** **a) Application Queries:**

**i) 18/01755/FUL Somersby:** Feedback has been requested from Ric Pallister as queries were raised regarding whether the legal planning timelines had been adhered to. **Action: Cllr Ric Pallister was asked to respond to this query which had been carried forward from the September meeting.**

**b) Applications Since Time of the Agenda:**

**i) 5, Layne Terrace:** The Clerk had seen an application for an ancillary annex on the SSDC website, however had not received any notification or details from SSDC, this was despite the observations being requested by 24<sup>th</sup> October 2018. Cllr Pallister agreed the timing for consultation was not acceptable if the plans had not been received. **Action: Cllr Pallister to follow up with the planning team.**

**c) Determinations: None**

**118/499** **Finance:**

**a) To Pay the Clerks Salary Qtr 2: £554.10 Net.** The recommendation to approve payment was made by the Chair. **Approved unanimously.**

**b) To Pay Martyn Hamlin, stand in Clerk from July 2018 meeting £33.60 Net.** The recommendation to approve payment was made by the Chair. **Approved unanimously**

**c) To Pay PAYE 2<sup>nd</sup> Qtr: £146.80.** The recommendation to approve payment was made by the Chair. **Approved unanimously.**

**d) To Pay the Clerks Expenses Qtr 2 £126.33:** The recommendation to approve payment was made by the Cllr Mannering. **Approved unanimously.**

**e) VAT Return:** The Clerk explained that she had submitted the return on 31<sup>st</sup> August 2018, using the new online reference system, however as it had to be signed she had sent the actual return via post. She is now receiving letters saying it hasn't been submitted. **Action Clerk to follow up.**

**f) To Pay Routine or Previously Agreed Invoices: Somerset Landscapes September Invoice £262.92.** The recommendation to approve payment was made by the Cllr Mannering. **Approved unanimously.**

118/500

**Allotments:**

**a) Feedback from Allotment Committee:**

**i) Plots 14 & 15, non compliance with good husbandry regulations:** It was confirmed that the Allotment Committee had spoken to the tenant on 13<sup>th</sup> September 2018 regarding good husbandry on the plot. It was also agreed that simply ploughing the plot once or twice a year did not constitute good husbandry, neither did leaving the plot fallow. **Action: If no action is being taken to cultivate the plot after 13<sup>th</sup> October 2018, the Parish Council will write to the tenant to give notice of contravention of the tenancy agreement.**

**ii) Confirmation of weed killer used on plots 14 & 15:** Confirmation still required to establish whether the weed killer used was commercial or domestic. **Action: Allotment Committee to confirm back to PC.**

**ii) Confirmation regarding "good husbandry" on plots from inspection:** It was agreed that the Allotment Committee would take the lead with more informal regular reviews of the plots as they are considered to be more knowledgeable on whether or not a plot is being cultivated and tenants adhering to the rules of good husbandry. It was also agreed that the Allotment Committee and PC would have a twice a year inspection and would agree a good husbandry standard for all allotment holders which could be published so that there is no room for confusion. **Action: Cllr Mannering with the Allotment Committee.**

**iv) Access to the Allotments:** Tenants from 4b had requested that they put down something on the allotments to make the paths less slippery for wheelchair use and give more stability, as well as using raised beds. **The Allotment Committee confirmed they had discussed this request with the tenants and were happy with the plans which are being put in place. The Chairman of the PC thanked the Allotment Committee for supporting the request.**

118/501

**Matters Arising from September Meeting:**

**a) Smokey Hole Lane:** There had been reports of debris and mud on the road, which could cause an accident. **The Chair thanked Cllr Bennett and Bailey for clearing it. It was noted that it was not a farmer from West & Middle Chinnock.**

**b) Improved Disabled Access to Recreation Ground:** Still no response had been received from SSDC. **Action: Standing Item until actioned.**

**c) Hollowell Hill – Land use query:** A visit by Members hasn't taken place yet. **Action: Cllr Bennett to suggest dates for meeting with owner and Clerk to co-ordinate setting up of meeting with other Members.**

**d) Guide stone Update:** The Clerk read out updates from Nic Wall and Peter Banks. **Action: Clerk to speak to Peter Banks to find out "what next" and establish whether input from the PC is required. The Chair thanked Cllr Bailey and Phil Nichols for their support in bringing this conservation project to fruition.**

**e) The Haunts, Creation of Parking Space on Public Highway:** SSDC Cllr Ric Pallister agreed to follow up on this request as it had been outstanding since June 2018.

**f) Complaint at Recreation Ground 6<sup>th</sup> April 2018:** The Chair, despite having written to the Chairman of Luton Town had not received any correspondence back. **Action: Clerk to speak to the original complainant to see if they could help the PC follow up regarding the**

donation which had been suggested.

**g) Fox Deaths:** Carried forward from last meeting, however it was agreed to take off the agenda and that the Chair would report back if any further information was received from the RSPCA.

**h) Car Park Rails at the Recreation Ground:** Cllr Cawley confirmed he was in the process of mending them. He raised concern that he thought they may be being broken by large vehicles coming on to the Recreation ground. **Action: Clerk to ask the Recreation Committee if they know of any vehicles coming on to the site and Cllr Mannering to speak to Somerset Landscapes.**

**i) Grit Bin Purchase Mechams:** Clerk was asked to delay purchase until Cllr Keating had confirmed if Grit was being supplied to West & Middle Chinnock.

**j) Hedge on Duckpool Lane Alley:** The Chair confirmed he had spoken to the owner of the hedge and it has been trimmed back.

**k) Green Box Scotts Way:** Still no evidence as to who owns it. **Take off agenda unless any further queries are requested.**

**l) Sites of Special Interest Register:** The Clerk confirmed she had checked the register. **There were not sites in West & Middle Chinnock.**

**m) Neighbourhood Watch:** Although the Clerk had not received any contact back from residents about being interested in setting up neighbourhood watch schemes, there was a request from the Public Forum to get more information. **Action: Clerk to contact local PCSO as there may be potentially 3 or 4 people interested.**

**n) Grill over Higher Street Well:** It was agreed that although there was no imminent danger at the moment of the grill breaking, it should be risk assessed every 3 months.

**Action: The Chair – next review December 2018**

**o) Attempted Highfield Burglary Rubbish Removal: This has been actioned.**

**p) Dog Fouling Complaint Little Silver:** It was reported that the Dog Warden had visited the site of the complaint and signs had been put up. **A resident at Little Silver kindly agreed to monitor the situation.**

**q) Recreation Ground Purchase and Development:** The Clerk confirmed that she had spoken to SSDC and they had confirmed there was no fixed timescale for putting together the business plan for the purchase. The Clerk also confirmed she had put an article in the Parish Magazine asking for volunteers for a new Committee to consider purchase and redevelopment and will be circulating details to other organisations in the village, putting posters up and hopefully sending a leaflet out to parents at West Chinnock School and pre-school.

**118/502**

**Reports & Correspondence:**

**a) Highways & Drains:** Drain on Higher Street rattling again. **Action: Cllr Bennett.**

**b) Improving Health & Wellbeing in Your Community Event 16<sup>th</sup> October 2018: For Information if any Members would like to attend.**

**c) Overgrown Trees at the Knapp:** The Clerk had received further correspondence and talked to Phil Poulton, Tree Officer for SSDC regarding the risk assessment and liability issue of the roots lifting the concrete on the Knapp. The Clerk had previously circulated this information to Members. **Action: The Chair to contact the owner of the cottage, who had planted the tree to discuss the proposals from SSDC and agree actions.**

**d) Somerset Partnership Waste Information for New Residents:** The Clerk has requested packs from SSDC to be given out to new residents.

**e) Planning for the Future: Work Shops for PC Members, for information.**

**118/503**

**Correspondence Received Since Time of Agenda:**

**a) Complaint Regarding Access Issues for the Footpath which runs from the Top of Hollowell Hill across the fields down to Kempsters Farm:** The Clerk to forward pictures of access issues to Cllr Bailey. **Action: Cllr Bailey to follow up.**

**b) Stiles and Access:** Cllr Mcmillan to review legal access rules for stile and report back at next PC meeting.

**c) Village Footpaths Leaflets:** Cllr Mannering offered to check if any more were needed at the pub.

**d) VW Transporter Acting Suspiciously: Action: The Clerk to report to local PCSO.**

**The meeting ending at 9.05pm**

**Next Meeting**

**Wednesday 7<sup>th</sup> November, 7.30pm in the Village Hall.**

**Everyone is welcome.**