**MINUTES OF MEETING OF EAST CHINNOCK PARISH COUNCIL**

**HELD ON MONDAY 5th June 2023 IN THE VILLAGE HALL**

**Before the meeting commenced there was an opportunity for the public to speak:**

Several member of the public attended and raised a number of issues.

These included:

* The presence of the man living in a caravan at the entrance to West Coker Fen. The council noted that this has been reported at least twice (by the Chair and by the Parish Clerk). It is unclear if the caravan is now on land owned by the farmer, highways governed property (i.e. lay-by) or land under the care of Somerset Wildlife Trust. The council undertook to report this again. Action: Cllr Reeve
* The need for a ‘gardening licence’ for the area of banking between the fence and the road at the entrance to Portman Park. The Chair undertook to find out what progress had been made on this and to push it forwards if necessary. Action: Cllr Goodes
* The lack of publicising of the work of the Parish Council and of the right of the public to attend. It was noted that recent changes to the Website – the host and platform having been changed by the provider had, having coincided with the sickness absence of the parish Clerk, led to some material being absent. This will be addressed over time and in the interim it was agreed that the Chinnock Chimes and East Chinnnock Website would be informed of meeting dates and have copies of meeting agendas and subsequent minutes. Action: Cllr Goodes
* The state of the track Y11/11 leading to the sewage farm is in a poor state and at risk of collapse on one side. This was worked on by the water company but re-instatement has left the surface less stable than it was. The passage of heavy farm vehicles may become an issue. Mike Bussell undertook to check the status of the track and to investigate options for improvement. It is possible it could be deemed fit for purpose as is if it is a footpath rather than by-way.

**Present**

Cllr Duncan Goodes (Chair), Cllr Jaime Wetherell, Cllr Dave Tuck, Cllr Doug Reeeve, Cllr Debbie Taylor

1. **APOLOGIES FOR ABSENCE**

Cllr John Cox, Cllr Kevin Rixon, PC Clerk Nancy Chapman

1. **CHAIRMAN SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Goodes signed the Declaration of Acceptance in the presence of Cllr Taylor who also signed the document.

1. **DECLARATIONS OF INTEREST & DPI DISPENSATIONS**

None

1. **MINUTES OF THE MEETING HELD ON 2nd May 2023 (Already Circulated)**

The minutes were approved as correct records of the meeting (Proposer: Cllr Tuck Seconder: Cllr Wetherell).

1. **MATTERS OF REPORT**

The Chair was pleased to report that the Parish Clerk is making a good recovery and hopes to be able to return to work in September. The search for a locum has thus far been unsuccessful and the Chair has stepped in to ensure business continuity.

1. **COUNTY COUNCILLOR`S REPORTS (BY INVITATION)**

County Councillor Mike Hewitson kindly attended to give his report.

The main items discussed were Chinnock Hollow and the closure of the A30 in July.

* The decision regarding the future of Chinnock Hollow is imminent. Cllr Hewitson noted that there are now only two options being considered: closure and reopening with full remedial works. Given the high cost of full remediation and competing demands on the Council’s budget Cllr Hewitson thought it probable that long term closure was likely with consideration to reopening it only being made if budgets in the future permit or a new source of funding became available (i.e. central government funding). It was noted that this outcome was not that desired by the County Councilors or the Parish Council. It was suggested that closure would require additional signposting and consideration given to the state of alternative routes in particular Collarway lane which would benefit from the passing places being given a proper surface.
* The complete closure of the A30 through and either side of West Coker is to go ahead for 6 weeks from late July to early September. It is understood that access routes for emergency vehicles have been identified and that the relevant bus companies have routes planned that will be ratified shortly. Nonetheless considerable disruption is anticipated.

1. **PLANNING AND PLANNING APPLICATIONS**
   1. There were no planning applications received.
2. **FINANCE**

* The self audit documents / declaration of good practice were agreed having be previously circulated.
* The end of year position with regards to funding was noted to be lower than has been the case in previous years when the council has typically had around £20k in it’s accounts. The reason for this is the high spend on new equipment and surfacing in Portman park for which the grants have not yet been received (grants subject to post installation independent inspection which is now complete).
* It was noted that the accounts showed little income from the tent hire. Checks to be carried out to ensure all due income has been collected and recorded. Action: Cllr Tuck
* The resolution to approve the Accounting statements was passed: Proposed: Cllr Taylor Seconded: Cllr Reeve.
* The resolution to approve the Governance statements was passed: Proposed: Cllr Taylor. Seconded: Cllr Tuck
* Resolutions were passed to pay the following:

1. N. Chapman (357.28)
2. Play Inspection Company (£300)
3. BHIB Insurance (£423.55)
4. Entertainments committee for the July Music Night (£1000)

Proposed: Cllr Goodes, Seconded: Cllr Reeve.

1. **PORTMAN COMMUNITY PARK**

Cllr Tayor delivered her report:

* + The gardening licence for the road frontage on the park (adjacent to the entrance) was being pursued by the Clerk. To be followed up by the Chair. Action: Cllr Goodes
  + The gardening club will refresh the planters with new soil and plants. The Parish Council expressed it’s thanks.
  + It was noted that dog faeces have been found in the park from which dogs are banned (other than ‘helping dogs’) on numerous occasions. This irresponsible behavior on the part of a small minority of dog owners is both unpleasant and potentially hazardous. Notices to be put on the notice board and the Parish Council will put a note in the Chinnock Chimes to remind dog owners to be responsible. Action: Cllr Taylor (Chinnock Chimes) and Cllr Goodes (notice board)

1. **PARISH ISSUES**
   1. Church Clock repair.

Cllr Goodes along with Church Warden John Chappelle have accompanied a Turret Clock restorer (Symon Boyd of Timsbury Clocks) on an on-site visit assessing the extent of repairs required. Mr Boyd felt improper lubrication was an issue with dust and dirt being attracted to the lubrication to form what is effectively a grinding paste which could further damage the clock – he advocated not using the clock until it have been cleaned and repaired. This was agreed. Mr Boyd to provide a quote in the next fortnight. When two quotes are available a grant submission will be made to the War Memorials Trust. Action: Cllr Goodes

1. **ENTERTAINMENTS COMMITTEE**

Cllr Tuck delivered his report

a) The music night is being held on 22nd July.

1. **PARISH RANGER SCHEME**

Report deferred until the next meeting

1. **HIGHWAYS REPORT**

Cllr Reeve delivered his report:

* There are several potholes appearing and these continue to be reported as required
* Road markings on the A30 are, in places, very worn: Cllr Reeve has liaised with the highways dept and these are to be remarked in the near future
* The damaged bollard on the A30 westerly exit to the village is to be replaced
* The issue of vehicles using Back Lane has been raised with the highways department at County but little can be done to limit motorised vehicle use, however inappropriate, until it is declassified. This is now with the County Council for action.
* The positions of the new poles for the SID have been identified and agreed. The PC Chair will agree and sign the Memorandum of Understanding between the Parish Council and the County Council allowing works to progress. Action: Cllr Goodes and Cllr Reeve

1. **RIGHTS OF WAY**

Mike Bussell presented his report:

* Signs have been installed on the hollow lanes noting that these are restricted by-ways and not for motorised vehicular use (other than for land owner access) . Illicit users will not have lack of knowledge as a defence.
* A ‘No Parking’ sign near the bench on path Y8/27 (path to the lookout) has been removed by persons unknown. Cllr Goodes noted he has a spare sign available which he will pass to Mike Bussell as a replacement which Mike kindly agreed to do.
* A tree has fallen across the path near Eastfield Farm (Y28) this has been reported and steps taken to make the path passable.

1. **ITEMS FOR NEXT MEETING**

None.

1. **DATE AND TIME OF NEXT MEETING & CLOSURE**

The meeting closed at 8.50pm.

The next meeting of the Parish Council will be held on Monday 3rd July 2023, at 7.30pm in at the Village Hall.