

**EAST CHINNOCK PARISH COUNCIL**  
**JANUARY 2012 MEETING AGENDA**

**To: All Councillors of the East Chinnock Parish Council**

**You are required to attend the Parish Council meeting of the East Chinnock Parish Council that will take place on Monday 9th January 2012 at 7.30pm in the Village Hall.**

***Public Question Time***; 15 minutes for parishioners to ask questions or raise matters of concern.

**AGENDA**

1. Apologies for absence; Mrs C Bakewell
2. Declarations of interest
3. To sign as a correct record the minutes of the last meeting held on 5 December 2011.
4. Matters arising from the minutes;
  - i) Neighbourhood Plan update.
  - ii) To decide the Parish Council's panel for the Village Collage.
5. District Councillor's report.
6. County Councillor's report; update on library services.
7. Traffic calming; to receive any updates on The Hollow signage or from the working group.
8. Planning applications; none.
9. Planning decisions; 11/03996/FUL Mr Champion, Scriveners, College; refused.
10. Clerk's report and correspondence;
  - i) to agree which option to submit for the SCC Bus Subsidies reduction consultation.
11. Finance report;
  - i) HMRC PAYE service for Parish Councils update.
12. Payments to approve;
  - i) parish clerk's December salary & expenses
  - ii) HMRC = £79.
  - iii) Perry Print (Chimes printing Dec/Jan edition) = £49.95
13. Payments received; none.
14. Community Speed Watch report.
15. Parish Lengthsman report;
  - i) to receive 3 quotes for repairs to the bus shelter and agree action.
16. Potholes & General Maintenance report.
17. Play Area report.
18. Rights of Way report.
19. Entertainments Committee report.
20. Items of report.
21. Date of next meeting.

*Christine Langford*  
*Parish Clerk - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

Christine Langford  
Milestone House  
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### Chairman

Michael Slater  
1 Barrow's Court  
Weston Street  
East Chinnock  
BA22 9EJ  
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[m.slater11@btinternet.com](mailto:m.slater11@btinternet.com)

### Minutes of the East Chinnock Parish Council meeting held on Monday 9th January 2012 at 7.30pm in the Village Hall.

#### **Present;**

Chairman            Cllr M Slater  
Councillors        Cllrs Mrs R Carter, Cllrs I Stephen, A Sinclair, N Weber & B Murdoch.  
Officer             Ms C Langford  
District Councillor Mr R Pallister (for part of meeting)

There was one parishioner present.

#### **Public Question Time;**

The parishioner raised the ongoing problem of dog fouling and asked if more signs could be displayed. The Clerk will ask SSDC if a dog warden could help to enforce the dog fouling laws in the village and also to put in The Chimes that SSDC has been asked for help with this issue.

#### **159. Apologies for absence;**

Mrs C Bakewell and Cllr Mrs M Merchant.

It was noted that Mr Pallister would be late.

#### **160. Declarations of Interest;** none.

#### **161. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the December meeting.

#### **162. Matters arising from the Minutes;**

- i) Neighbourhood/Parish Plan; SSDC has given two websites that would be useful for any community plan. SSDC is not able to give specific advice until after the relevant powers are 'enacted' in April 2012.
- ii) Village collage; it was noted that an electronic design could be printed on fabric. It was agreed that Councillors would liaise and bring draft designs to the February meeting. Clerk to find out when the Parish Council started.
- iii) It was noted that there is a third grit bin in the parish on Elliott's Hill, installed by Hardington PC.

iv) It was proposed that The Chimes is produced bimonthly, with a published deadline around 10th of previous month and delivery before the start of the two month period. All in favour. Cllr Murdoch to liaise with the editor and provide the Clerk with a dates schedule.

### **163. County Councillor's report;**

It was noted that the library service is to be fully reinstated, including the mobile library service.

### **164. Traffic calming;**

It was noted that SCC Highways would reinstate the current hatch markings and could also extend these towards West Coker with additional SLOW signage when the A30 is resurfaced. This is scheduled for 2012. Any additional refuges would require monies above the resurfacing budget. It was agreed that the Parish Council would require the quiet surfacing.

It was noted that the Welcome to East Chinnock sign has been installed in The Hollow and the extended 30mph signage will be done in January 2012.

### **165. District Councillor's report;**

Mr Pallister joined the meeting and it was agreed that he give his report.

SSDC are still to finalise their budget and decide whether to have a 2.5% Council tax increase. It was noted that this would mean ~£6/year on a Band H property. SSDC has recognized that debt is now a significant issue and is looking at multi agency ways of tackling this.

**166. Planning Applications;** none.

### **167. Planning Decisions;**

- 11/03996/FUL Mr Champion, Scriveners, College garden room was refused.
- 11/04750/FUL Mr Rogers, St Ives, Barrows Hill extension granted permission.

### **168. Clerk's report and correspondence;**

i) SCC bus services consultation; it was agreed that the Clerk submit Option 3 where each route is considered on a case by case basis.

ii) SCC is holding Local Choice Events to share information on changes in services due to budget cuts and what action communities are taking. Cllr Mrs Carter and Cllr Slater to attend the South Somerset event on 21 February.

iii) The Clerk asked if she could attend the SLCC Regional Conference. This would incur the conference charge of £65 plus mileage. This was agreed in principle if the Clerks other Parish Council agree to pay half the cost.

### **169. Finance;**

It was agreed that the Clerk and Cllr Slater be the two authorised contacts for the payroll provider. It was noted that there will now be quarterly salary payments (paid at the end of each quarter) with a monthly expenses claim.

### **170. Payments;**

The following payments were presented;

- i) D C Langford December salary and expenses = £114.06
- ii) HMRC = £79.
- iii) Perry Print (Chimes printing Dec/Jan edition) = £49.95.

All payments were approved.

**171. Payments received;** none.

### **172. Community Speed Watch report;**

It was noted that the team has been operating for two years in February. On average 1% of vehicles are speeding but it is recognised that not all speeders are logged. There are plans to focus on Sunday afternoons when there is a higher % of speeders. The team are actively encouraging more members and one new volunteer has a training date. Cllr Sinclair will be training a reserve to manage the scheme when he is unavailable.

### **173. Parish Lengthsman Report;**

- Cllr Weber to check out the top grip in Cleaves and liaise with Cllr Mrs Carter if this needs jetting by SCC. The Lengthsman has removed fallen branches on the Cleaves track. Cllr Weber to assess the tree near Eastfield Farm entrance and liaise with Cllr Mrs Carter if SCC Highways action required.
- The Lengthsman has raised the issue of cracks in the play area safety tiles again. The Clerk will contact Wicksteed for advice on this.
- The next Lengthsman scheme meeting is on 25 January. Cllr Weber to attend. It was noted that if SSDC withdrew its funding then the Parish Council would need to pay an additional ~£300 for 2012/13. The Clerk had informed the Scheme Administrator that the Parish Council would, in principle, wish to continue in the scheme.
- Bus Shelter; three quotes were presented for roof repairs. The quotes varied significantly and so it was agreed that 3 councillors would assess the roof tomorrow to see the extent of repairs required and report back to February council. It was noted that materials could be bought by the Parish Council so the VAT could be refunded.

### **174. Potholes & General Maintenance Report;**

- It was noted that there is a large area of vegetation outside of the property boundary on the A30/Hollow corner that should be cleared to improve visibility. The Lengthsman will be consulted but if the task is too big then this will be referred to SCC Highways.
- Highways will be asked to cut back vegetation overhanging the A30 up the hill towards West Coker.

### **175. Play Area Report;**

It was agreed that a working party will set the goal posts in concrete.

### **176. Rights of Way Report;**

It was noted that the kissing gate has been installed on the Barrows Dairy Farm diversion and that the Order for the permissive route will be confirmed and brought into legal effect by SSDC as soon as possible in 2012.

### **177. Entertainments Committee report;**

There will be a meeting on 18 January in the village hall, starting at 7pm, for all parties interested in celebrations on the Diamond Jubilee weekend.

### **178. Items of Report;**

- The weight restriction sign is down on Street Lane near the entrance to the old tip. This will be reported to SCC Highways.
- The Clerk will contact the PCSOs reference cars parking on the junction of Carters Lane with the A30.

### **179. Next Meeting;** Monday 6 February 2012, starting at 7.30pm.

There being no further business the Chairman closed the meeting at 9.20pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

**EAST CHINNOCK PARISH COUNCIL**  
**FEBRUARY 2012 MEETING AGENDA**

**To: All Councillors of the East Chinnock Parish Council**

**You are required to attend the Parish Council meeting of the East Chinnock Parish Council that will take place on Monday 6th February 2012 at 7.30pm in the Village Hall.**

***Public Question Time***; 15 minutes for parishioners to ask questions or raise matters of concern.

**AGENDA**

1. Apologies for absence; Mrs R Carter
2. Declarations of interest
3. To agree and sign as a correct record the minutes of the last meeting held on 9 January 2012.
4. Matters arising from the minutes;
  - i) Action taken re dog fouling.
  - ii) Action taken re parking on Carters Lane/A30 junction.
  - ii) To decide the Parish Council's panel for the Village Collage.
5. District Councillor's report.
6. County Councillor's report.
7. Traffic calming; to receive any updates on The Hollow signage or from the working group.
8. Planning applications; none.
9. Planning decisions; none.
10. Clerk's report and correspondence.
11. Finance report.
12. Payments to approve; parish clerk's January expenses.
13. Payments received; none.
14. Community Speed Watch report.
15. Parish Lengthsman report; to agree action and spend on bus shelter repairs.
16. Potholes & General Maintenance report.
17. Play Area report; to agree any action required from the SSDC inspection report.
18. Rights of Way report.
19. Entertainments Committee report; to receive an update on village Diamond Jubilee celebrations.
20. Items of report.
21. Date of next meeting.

*Christine Langford*  
*Parish Clerk - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

Christine Langford  
Milestone House  
Carter's Lane  
East Chinnock  
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### Chairman

Michael Slater  
1 Barrow's Court  
Weston Street  
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BA22 9EJ  
01935 862072  
[m.slater11@btinternet.com](mailto:m.slater11@btinternet.com)

Minutes of the East Chinnock Parish Council meeting held on Monday 6th February 2012 at 7.30pm in the Village Hall.

### **Present;**

Chairman                    Cllr M Slater  
Councillors                Cllrs I Stephen, N Weber, B Murdoch and Mrs M Merchant.  
Officer                      Ms C Langford  
District Councillor        Mr R Pallister (for part of meeting)

There was one parishioner present.

**Public Question Time;** An email had been received from a parishioner asking if something could be done regarding the unacceptable amount of rubbish on the A30 beyond Bridge Farm and in The Hollow. Clerk to contact SSDC.

**180. Apologies for absence;** Mrs C Bakewell, Cllr Sinclair and Cllr Mrs Carter.

**181. Declarations of Interest;** none.

**182. Minutes of the last meeting;** two alterations regarding accuracy were agreed and made to Minute 164. The minutes, that had previously been circulated to all councillors, were then signed by the Chairman as a true record of the January meeting.

**183. Matters arising from the Minutes;**

i) Dog fouling; the Clerk has put an item in The Chimes reminding dog owners of their responsibility and the potential £80 fine. SSDC has stuck up posters in problem areas. Council was informed of other measures that could be taken.

ii) Parking on Carters Lane/A30 junction; the PCSO has done a letter drop on all vehicles parked in the entrance to Carters Lane warning of potential fines. No cars are currently parking on the junction.

iii) Parish Council's Village Collage panel; it was noted that the Council started on 2 January 1895. An 1895/2012 map montage was agreed. Cllr Sinclair was thanked for his work in producing draft designs.

**184. District Councillor's report;** SCC cuts to bus subsidies is a big issue across South Somerset but it was noted that East Chinnock is more fortunate being on the A30. It was noted that parking charges will increase in the market towns, with evening charges being introduced in Yeovil.

The Draft Core Strategy will come back to Parishes for a final consultation before being submitted. It was noted that SSDC strategy is still to extend to the south of Yeovil. It was noted that the new Community Infrastructure Levy (CIL) for new build homes would have a percentage to be spent within the community. SSDC overall strategy is to support Health, Homes, Jobs and the Environment.

**185. County Councillor's report;** no report.

**186. Traffic calming;** a report had been circulated before the meeting. The Working Group will present a report for the March meeting. Mrs Bakewell has been asked to clarify any deadlines for proposals. Council thanked Cllr Mrs Carter for her hard work in collecting views from every resident. It was noted that the CIL could potentially provide funds for traffic calming measures.

**187. Planning Applications;** none.

**188. Planning Decisions;** none.

**189. Clerk's report and correspondence.** The following items had been circulated; SSDC letter re SCC Community Events, Discover Somerset visitors guide, Police newsletter, Press Release re entry fee

barrier at Crewkerne HWRC, SALC/CPRE Community & Neighbourhood Planning event plus by email Interim Tenancy Strategy Consultation and Connecting Somerset Broadband online survey. Council was informed of the following items that will be circulated in the next folder; Chinnock Chimes schedule of dates, an article on supporting the Sustainable Communities Act - Local Works which links in with the Localism Bill and the SALC area meeting on 12 March. It was agreed that the Clerk would attend the SALC meeting.

**190. Finance;** Councillors were asked to present any invoices for 2011/12 to the March Council meeting, to allow time for transfer of funds between the Tent a/c and the No 1 a/c before the year end.

**191. Payments;** the following payment was presented;

i) D C Langford January expenses = £25.98. This payment was approved.

**192. Payments received;** none.

**193. Community Speed Watch report;** January saw 13.5 hours of recording ,with 9559 vehicles and 1.6% recorded as speeding. The second anniversary of CSW in the village is this Friday 10 February. The team has done a total of 222.4 hours recording, with 1.1% of the vehicles recorded as speeding. Cllr Sinclair to be asked if the CSW signs could be renewed.

**194. Parish Lengthsman Report;** all agreed that this scheme is good value for money but there is a need to make best use of the Lengthsman's time. Council pay for 86 hours/year which cost £1021.67 in 2011/12 and this will increase to £1380 for 2012/13 due to SSDC cut in funding. Cllr Stephen to clarify the hours of work.

The Lengthsman has cleared vegetation to improve visibility at the A30/Hollow junction and removed litter in the Hollow. Cllr Weber was thanked for clearing the grips by Cleaves. Jobs that need doing are the culvert along Westways and Arthur's Spring in Orchardleigh. It was agreed that Councillors would support the Lengthsman whenever possible to have a greater impact on the larger jobs and to contact SSDC (Chris Cooper) to see what equipment is available to use.

Bus Shelter; a working group of Councillors had assessed the repairs required and recommended that the quote from Mr Early be accepted. A sum of up to £500 was approved, the figure will be determined by the materials that can be salvaged. Mr Early has been informed that the Parish Council will buy materials where possible so that the VAT can be refunded. It is expected that the repairs will be done by the end of March.

**195. Potholes & General Maintenance Report;** SCC Highways has cut back vegetation overhanging the A30 up the hill towards West Coker, dealt with the loose branch by the highway near Eastfield Farm and are chasing the contractors regarding the drain outside The Gables.

**196. Play Area Report;** the SSDC inspection report has been circulated. Cllr Weber will produce the grass cutting roster and display in the Village Hall. The grass cuttings will be used at Orchard Farm. It was agreed that the safety tiles are satisfactory but the gap between them is too large. It was agreed that the Clerk order four cartridges of adhesive from Wicksteed at a cost of £10/cartridge plus vat and carriage. The SPFA newsletter will be circulated.

**197. Rights of Way Report;** SCC has removed the electric fence on Y8/14 (from Carter's Lane to Chinnock Brook) and made the farmer aware that SCC will be taking a firm line on obstructions. The ground works have been approved for the Y8/23 diversion (Barrows Dairy Farm to Catherston) at Barrows Farm end. This still needs to be advertised to make it official. At the Catherston end the landowner has cleared the route through the barn which was obstructing the definitive line. SCC will check the gate on the boundary of the two properties as this cannot be opened and there is no stile.

**198. Entertainments Committee report;** the notes have been circulated for the Diamond Jubilee celebrations meeting held on 18th January. A varied list of activities had been put forward. The next meeting will be on 22 February. A budget will be presented to the Parish Council for approval. The Committee will liaise with the Clerk to ensure appropriate insurance is in place. Clerk to make sure the marquee is available for that weekend.

**199. Items of Report;** The next Chimes copy deadline is 9 March for the April/May edition.

**200. Next Meeting;** Monday 5 March 2012, starting at 7.30pm.

There being no further business the Chairman closed the meeting at 9.30pm.

Signed ..... (Chair)      Date.....

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

**EAST CHINNOCK PARISH COUNCIL**  
**MARCH 2012 MEETING AGENDA**

**To: All Councillors of the East Chinnock Parish Council**

**You are required to attend the Parish Council meeting of the East Chinnock Parish Council that will take place on Monday 5th March 2012 at 7.30pm in the Village Hall.**

***Public Question Time***; 15 minutes for parishioners to ask questions or raise matters of concern.

**AGENDA**

1. Apologies for absence.
2. Declarations of interest.
3. To agree and sign as a correct record the minutes of the last meeting held on 6 February 2012.
4. Matters arising from the minutes.
5. District Councillor's report.
6. County Councillor's report.
7. Traffic calming; to receive any updates on The Hollow signage or from the working group.
8. Planning applications;  
12/00438/LBC Mr C Champion for alterations and garden room at Scriveners, College.  
12/00361/COU Mrs J Lee for Change of Use of the Village Store & Post Office to residential;  
to agree the Council's recommendation.
9. Planning decisions; none.
10. Clerk's report and correspondence.
11. Finance report.
12. Payments to approve;
  - i) Parish Clerk's February expenses.
  - ii) Perry Print (April/May Chimes) = £49.95
  - iii) Wicksteed Leisure Ltd (play area parts) = £61.80
  - iv) East Chinnock Village Hall (hall hire re Diamond Jubilee meetings) = £10.00
  - v) SALC affiliation fee 2012/13 = £121.01
13. Payments received; none.
14. Community Speed Watch report.
15. Parish Lengthsman report.
16. Potholes & General Maintenance report.
17. Play Area report; to agree month for annual inspection and risk assessment.
18. Rights of Way report.
19. Entertainments Committee report and update on village Diamond Jubilee celebrations.
20. Items of report.
21. Date of next meeting.

*Christine Langford*  
*Parish Clerk - signed on original*



## EAST CHINNOCK PARISH COUNCIL

### Clerk

Christine Langford  
Milestone House  
Carter's Lane  
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### Chairman

Michael Slater  
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### Minutes of the East Chinnock Parish Council meeting held on Monday 5th March 2012 starting at 7.30pm in the Village Hall.

#### **Present;**

Chairman Cllr M Slater  
Councillors Cllrs I Stephen, N Weber, B Murdoch, A Sinclair, Mrs R Carter, Mrs M Merchant.  
Officer Ms C Langford  
District Councillor Mr R Pallister (for part of meeting)  
County Councillor Mrs C Bakewell (for part of meeting)

There were three parishioners present.

#### **Public Question Time;**

A parishioner asked if evening parking charges are to be introduced in Yeovil. Mr Pallister replied that SSDC will be consulting on introducing charges in central Yeovil.

**201. Apologies for absence;** none.

**202. Declarations of Interest;** none.

#### **203. Minutes of the last meeting;**

Two alterations regarding accuracy were agreed and made to Minute 194.

The minutes, that had previously been circulated to all councillors, were then signed by the Chairman as a true record of the February meeting.

#### **204. Matters arising from the Minutes;**

SSDC has raised a job ticket regarding Council's complaints about litter. Mr Pallister to follow up whether the recycling lorries clear up after their activities.

It was noted that residents and the Lengthsman had also cleared litter.

## **205. District Councillor's report;**

SSDC will be making ongoing savings.

It was noted that the Draft Core Strategy will allow for 2000 houses to be built in villages across the District. Council was informed that SSDC will be working with villages to produce Neighbourhood Plans once the Core Strategy is approved.

It was agreed that the village should be looking at the potential for affordable housing.

## **206. County Councillor's report;**

It was confirmed that SCC has set their budget and taken the 2.5% Government funding so the Council Tax is frozen this year. The Fire Service however has increased their part of the Council Tax by 3%.

Orchardleigh parking issue; it was noted that SCC should have informed the Parish Council that they were intending to create a no parking line in part of Orchardleigh.

## **207. Traffic calming;**

The Working Group's report had been previously circulated and is on file. It was noted that resurfacing of the A30 is scheduled for May 2012 and that measures that could cause congestion would not be considered.

Clerk to draft a letter to SCC Highways (for circulation and approval to be sent as soon as possible) emphasizing the need for improved road markings and a quiet surface when the A30 is resurfaced and to ask SCC Highways to consider the more immediate actions in the report.

Mrs Bakewell informed Council that should SCC run another Local Transport Programme (LTP) of funding then she would consider the issues highlighted by East Chinnock when putting forward proposals.

It was agreed to put the report on the website. Cllr Mrs Carter to write a synopsis for the website and The Chimes.

The Hollow improved signage; the original timescale was for completion by the end of 2011. Mrs Bakewell to follow this up.

## **208. Planning Applications;**

- 12/00438/LBC - for alterations and garden room at Scriveners, College. Council had no objections.
- 12/00361/COU - Change of Use of the Village Store & Post Office to residential. A draft summary of observations had previously been circulated. Clerk to submit the agreed observations, with the Council recommending refusal of the application.

## **209. Planning Decisions;** none.

## **210. Clerk's report and correspondence;**

It was noted that there was an increase in thefts in the village, with a large metal storm drain taken from a footpath off Orchardleigh and garden ornaments have also been taken. Cllr Mrs Carter to contact SCC Highways regarding replacing the drain cover.

Edible South Somerset event on 28 March for those wanting to run food projects, including providing allotments. No-one is available to attend.

The Clerk has obtained copies of Discover Somerset for distribution.

## **211. Finance;**

Council noted that the first salary payment for the Clerk using the payroll system will go through the bank account at the end of March, with three months salary plus holiday pay for the Clerk of £734.51 plus a payroll charge of £12.15 + vat.

**212. Payments;**

The following payments were presented and approved;

- i) D C Langford February expenses = £8.
- ii) Perry Print (April/May Chimes) = £49.95
- iii) Wicksteed Leisure Ltd (play area parts) = £61.80
- iv) East Chinnock Village Hall (hall hire re Diamond Jubilee meetings) = £10.00
- v) SALC affiliation fee 2012/13 = £121.01

**213. Payments received; none.****214. Community Speed Watch report;**

The latest SID results showed a significant number of vehicles travelling over 50mph. February saw 12 hours of recording, with 1.1% recorded as speeding. It was noted that this is well above the county average of 0.8%.

The team is hoping to welcome a couple of new members, once training has been arranged.

**215. Parish Lengthsman Report;**

The Lengthsman has checked the grips in Cleaves and cleared litter from the top of The Hollow again. The culvert along Westways has been cleared with assistance from Councillors. Lengthsman to assist Cllr Weber in sticking down the safety tiles in the play area.

Bus Shelter; the repairs have been completed and it was noted that more materials had been required than initially estimated.

**216. Potholes & General Maintenance Report;** nothing to report.**217. Play Area Report;**

Cllr Weber confirmed that the grass cuttings will be removed following a request from the Pre-School that grass is removed from the safety surfaces.

Clerk to schedule the annual safety inspection and risk assessment from Digleys for April.

**218. Rights of Way Report;**

There has been path clearance on two Rights of Way.

**219. Entertainments Committee report;**

The notes had been previously circulated for the Diamond Jubilee and Entertainments meetings held in February.

The Barn Dance will be on 30th June, but there is uncertainty regarding the venue being Barrows Farmhouse.

It was agreed to change the November Parish Council meeting night to Tuesday 6th November due to several Councillors being involved in the village Bonfire Night celebrations. Clerk to book the hall.

A draft programme of events was presented regarding the Diamond Jubilee weekend, and commemorations. This was approved. A notice will be put in the April Chimes promoting the weekend and asking for helpers.

It was proposed and agreed that a plaque be placed in the bus shelter with the wording 'Coronation Memorial Elizabeth II 1953'. It was also agreed to look at providing a stone flower trough near the village hall, permissions allowing.

A budget for the celebrations has still to be presented for approval. It was proposed and agreed that the Council act as guarantor for up front costs to the sum of £500. Any monies so provided will be reimbursed through fundraising and sponsorship of the Diamond Jubilee events.

**220. Items of Report;**

The issue of publicising village activities was raised. It was noted that not all events go in The Chimes due to timing but the website and newly positioned notice board are proactive.

**221. Next Meeting;**

Monday 2 April 2012 after the Annual Parish Meeting that will start at 7.30pm.

Clerk to put notice of the Parish Meeting in The Chimes.

There being no further business the Chairman closed the meeting at 9.45pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

**EAST CHINNOCK PARISH COUNCIL**  
**APRIL 2012 MEETING AGENDA**

**To: All Councillors of the East Chinnock Parish Council**

**You are required to attend the Parish Council meeting of the East Chinnock Parish Council that will take place on Monday 2nd April 2012 at 7.45pm in the Village Hall.**

**AGENDA**

1. Apologies for absence.
2. Declarations of interest.
3. To agree and sign as a correct record the minutes of the last meeting held on 5 March 2012 (circulated to councillors).
4. Matters arising from the minutes.
5. District Councillor's report.
6. County Councillor's report.
7. Traffic calming; to receive any updates.
8. Planning applications; none.
9. Planning decisions; 12/00438/LBC Mr Champion, Scriveners, College approved.
10. Clerk's report and correspondence;  
i) to consider the Pre School request to use the play area on 23 June.
11. Finance report;  
i) to review the Council insurance cover; to note the increased Aon premium for Loss and Damage to the play equipment and to consider the quote from Came & Co Insurance.  
ii) to review and agree the Council's asset register.  
iii) to consider membership of the Community Council for Somerset.
12. Payments to approve;  
i) Parish Clerk's March expenses; £19.52.  
ii) Mr Roy Early re bus shelter roof repairs; £872.30  
iii) Mr A Sinclair re CSW batteries and transfer sheets for collage; £20.36  
iv) Perry Print re printing the April/May Chimes = £49.95
13. Payments received; West Country Cars re Diamond Jubilee sponsorship = £150.
14. Community Speed Watch report.
15. Parish Lengthsman report; to consider a proposal for remuneration for the scheme administrator.
16. Potholes & General Maintenance report.
17. Play Area report.
18. Rights of Way report.
19. Entertainments Committee report and update on village Diamond Jubilee celebrations.
20. To review the Clerk's annual salary increment (confidential item).
21. Items of report.
22. Date of next meeting.

*Christine Langford*  
*Parish Clerk - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

Christine Langford  
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### Chairman

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### Minutes of the East Chinnock Parish Council meeting held on Monday 2nd April 2012 starting at 7.40pm in the Village Hall.

#### **Present;**

Chairman                    Cllr M Slater  
Councillors                Cllrs I Stephen, B Murdoch, A Sinclair, Mrs R Carter, Mrs M Merchant.  
Officer                      Ms C Langford  
District Councillor      Mr R Pallister (for part of meeting)  
County Councillor      Mrs C Bakewell (for part of meeting)  
There was one parishioner present.

**222. Apologies for absence;** Cllr N Weber.

**223. Declarations of Interest;** Cllr Sinclair re Item 20.

#### **224. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were then signed by the Chairman as a true record of the March meeting.

**225. Matters arising from the Minutes;** none.

#### **226. District Councillor's report;**

- Mr Pallister informed Council that a resident had had windows broken and dents in her car due to a possible problem with the fencing at the Forge Lane end of the Playing Field. Mr Pallister will enquire from SSDC the costs of high level netting.
- SSDC has received £100,000 Government funding to assist in reopening shops in town centres across the District.
- Following feedback from pilot Parishes attempting a Neighbourhood Plan, SSDC are now recommending Parish Plans as a more straightforward option.

## **227. County Councillor's report;**

- Council noted complaints from villagers regarding the increased traffic during closure of the A3088 and A303 for works. Council has noted The Hollow traffic calming works have slipped behind the original timescale given by SCC. It was confirmed that the Traffic Orders have been advertised and Mrs Bakewell hoped that the signage would be completed soon.
- Council was informed that there is another Local Transport Programme round of funding, with a deadline at the end of April. Council will need to prioritise one traffic calming item for their application. Mrs Bakewell to forward the application papers to the Clerk. Council agreed to discuss the application at the end of the meeting.

## **228. Traffic calming;**

- Council noted that the letter sent to the SCC Highways manager had been passed to Mr Fletcher for response.
- It was confirmed that resurfacing will take place in the 'spring programme' and that a quiet superflex material will be used. SCC asked for a site meeting to finalise the extra road markings; Cllr Mrs Carter to action.
- Cllr Mrs Carter to send in details of the new Diamond Jubilee planters to SCC so that appropriate licenses can be issued.
- It was noted that the accident record for this area does not warrant a permanent SID but SCC has passed Councils request to the Road Safety Partnership for recommendations.

## **229. Planning Applications;** none.

## **230. Planning Decision;**

12/00438/LBC alterations at Scriveners, College has been approved.

## **231. Clerk's report and correspondence;**

- It was noted that the SSDC parking charges consultation had taken place since the last Council meeting. Details had been displayed on the noticeboard.
- Council has received a request for the Pre School to use the Playing Field for their Summer Fair on Saturday 23 June. Council agreed to allow this on condition that the Pre School provide a copy of their Public Liability Insurance and that there is no charge for village organisations wishing to have a table.
- The following items had been circulated;
  - SSDC Community Infrastructure Levy consultation,
  - SSDC 2012-15 plan,
  - SSDC Core Strategy Full Council meeting notice,
  - Councils & Clerks Direct magazine.
- The Chairman has received a request from a resident to use the old marquee 1-6th August. This was approved.

## **232. Finance;**

- i) Review of Council insurance cover; it was noted that theft and damage cover for the play equipment with the existing provider would be an additional £348 premium. Council considered the quote from Came & Co Insurance, which includes theft and damage to the play equipment. It was resolved to accept the Came & Co quote for 3 years, to include cover for the bus shelter. Cllr Murdoch to provide a Risk Assessment for the Walking Group.
- ii) The Council's asset register was reviewed and agreed.

- iii) It was agreed that Council did not wish to take up membership of the Community Council for Somerset.

### **233. Payments;**

The following payments were presented and approved;

- i) Parish Clerk's March expenses; £19.52.
- ii) Mr Roy Early re bus shelter roof repairs; £872.30
- iii) Mr A Sinclair re CSW batteries and transfer sheets for collage; £20.36
- iv) Perry Print re printing the April/May Chimes = £49.95

It was noted that the Clerks salary payment would be going through the bank this week and not 30 March as scheduled.

### **234. Payments received;**

£150 has been received from West Country Cars re Diamond Jubilee sponsorship. A thank you letter has been sent.

### **235. Community Speed Watch report;**

March saw 14 hours of recording, with over 11,500 vehicles and 1.3% recorded as speeding. Given the noise problem of HGVs speeding through the village in the early hours the team is investigating the possibility of doing a night Speed Watch.

### **236. Parish Lengthsman Report;**

- There is a meeting on 16 April to discuss remuneration for the Scheme administrator. Cllr Murdoch will attend.
- The Lengthsman has reported loose uprights in the Play Area fencing.

### **237. Potholes & General Maintenance Report;**

- The stone bridge near the end of Eastfield Farm track has been damaged. Cllr Mrs Carter to report this to SCC Highways.
- The missing storm drain cover from the top of Orchardleigh has been reported and is 'in hand'

### **238. Play Area Report;**

- The Clerk had received a report from Cllr Weber. There are no issues with the play equipment. Cllr Weber is servicing and repairing the mower.
- Councillors will have a site meeting to look into the possible problem with the fencing at the Forge Lane end of the Playing Field and report back to Council to decide any action required.

### **239. Rights of Way Report;**

Correspondence has been received from Spring Holton Farm stating that the Permitted Path around the fenced chicken area is in now confirmed but that there are gates in place for those wishing to walk the Definitive Route.

### **240. Entertainments Committee report;**

A budget was presented showing income from events covering costs and providing finance to provide a new flower trough, bus shelter commemorative plaque, Diamond Jubilee flag and a commemorative tree in the churchyard. It was noted that some income was being provided through sponsorship and advertising in the Diamond Jubilee Programme. A programme will be delivered to each house in May and posters will go up in April. It was noted that this publicity was critical as the publicity copy had not been included in the April/May Chimes. It was confirmed that Diamond Jubilee information is on the website.

### **241. Review of the Clerk's annual salary increment;**



This was taken as a confidential item. It was agreed that the Clerk progress to the next salary point (SCP20) as of April.

**242. Items of Report;**

- It was noted that the Fire Alarm consultation has resulted in only one engine attending incidents unless confirmation is received that there is an actual fire.
- Complaints have been received regarding the A-board outside The Portman Arms blocking the pavement. Councillors to make the Licensee aware of this.
- It has been reported that the post box has been full on several occasions. Clerk to report this to Royal Mail and request that the promised second delivery is provided.
- Local Transport Programme; it was agreed to prioritise the two additional refuges in Fordhay and High Street, secondly two flashing SIDs at either end of the village on the A30, and finally signage in The Hollow giving priority to vehicles traveling up the hill.

**243. Next Meeting;** Monday 14 May 2012, starting at 7.30pm.

There being no further business the Chairman closed the meeting at 9.45pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

## **EAST CHINNOCK PARISH COUNCIL**

### **Clerk**

Christine Langford  
Milestone House  
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### **Chairman**

Michael Slater  
1 Barrow's Court  
Weston Street  
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BA22 9EJ  
01935 862072  
[m.slater11@btinternet.com](mailto:m.slater11@btinternet.com)

### **Minutes of the East Chinnock Annual Parish Council meeting held on Monday 14 May 2012 starting at 7.30pm in the Village Hall.**

#### **Present;**

Chairman                    Cllr M Slater  
Councillors                Cllrs I Stephen, B Murdoch, A Sinclair, N Weber, Mrs R Carter  
Officer                      Ms C Langford  
District Councillor      Mr R Pallister (for part of meeting)  
County Councillor      Mrs C Bakewell (for part of meeting)  
There was one parishioner present.

The Chairman started the meeting by congratulating the Clerk and thanking her for her organisation regarding HM The Queens drive though on 2nd May.

**1. Apologies for absence;** Mrs M Merchant.

**2. Election of Parish Council Chairman;**

Cllr Slater was proposed and duly elected and signed the Acceptance of Office.

**3. Election of Parish Council Vice Chairman;**

Cllr Mrs Merchant was proposed and duly elected.

Cllr Sinclair arrived.

**4. Public Question Time;**

A parishioner arrived and it was agreed to take Public Questions. There was a complaint that there were no buses during the resurfacing work and notice of this had only been displayed days before.

Clerk to write to SCC(copy to the bus companies) that there was inadequate notice of there being no public transport and no alternative provision (eg Nippy bus service around the closures). Also there should have been clear signage of no through roads and single track lanes to inform vehicles trying to get around the closed road.

Cllr Mrs Carter arrived.

**5. Declarations of Interest;** none.

**6. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the April meeting.

**7. Matters arising from the Minutes;**

- i) it was noted that there are two collections from the Post Box.
- ii) it was reported that the damage to property at the southern end of the Playing Field could not have been caused by a ball from the Play Area.

**8. County Councillor's report;**

SCC has confirmed that there is no £150 license fee to place the Diamond Jubilee trough on the pavement.

The storm drain cover has been replaced in Green Lane.

Mrs Bakewell has submitted the East Chinnock traffic calming scheme as her No1 priority in the Local Transport Programme (LTP) scheme, with a decision in July. It was noted that the resurfacing team had been very helpful.

The main libraries, including Yeovil, will be self -service by March 2013.

The new SCC Leader is Mr John Osmond.

**9. Traffic calming;**

It was noted that some of the white lining may be delayed until after the LTP decision. It was noted that the Traffic Calming Report had been included with the LTP application so all proposals would be considered.

The Hollow signs are on order.

It was agreed to support in principle Haselbury Plucknett PCs request for SCC Highways to reduce the speed limit on the A30 but details of the proposal were needed before any action could be taken.

**10. Clerk's report and correspondence;**

- i) Cllr Murdoch was proposed and duly elected as the Parish Council Trustee for Feoffees. Clerk to write to Mr Jones to thank him for his work on Feoffees as the Councils representative.
- ii) it was noted that the Clerk did 15 extra hours in April due to the road closure and QE2 visit. The Clerk had kept the Chairman informed but both events required proactive action in informing residents. It was agreed that the extra hours be paid for in this quarters payment.
- iii) the Clerk gave notice that she would be absent for the January meeting. This will be discussed further at the June meeting.

The following items had been circulated;

- SPFA Spring newsletter
- Clerks & Councils Direct.

**11. Finance;**

- i) the 2012/13 precept of £6000 has been received.
- ii) Sections 1 and 2 of the Annual Return (as circulated) were approved and signed.
- iii) the financial summary and bank reconciliation for 2011/12 (as circulated) were approved. It was agreed that the Chairman should view the bank statements during the year.

## **12. District Councillor's report;**

Mr Pallister arrived and it was agreed to take his report.

It was agreed to spend up to £30 on extra netting at the southern end of the Play Area. Mr Pallister to action.

There will be consultation with the Planning Inspectorate on the draft Local Development Framework. The LDF has to be in place for March 2013.

## **13. Payments;**

The following payments were presented and approved;

- i) Village Hall hire re toilets for HRH The Queens visit on 2nd May; £5 plus Outreach Post Office (Jan-March & Apr-June 2012); £195 plus PC meetings May 2012-April 2013; £125.
- ii) D C Langford April expenses; £16.64.
- iii) St Margaret's Hospice in Yeovil re Mr G Lucas Internal Auditor; £50
- iv) Parish Lengthsman (1st payment of 2); £617.25.
- v) Came & Co Insurance; £386.62
- vi) Ms S Hinton re Diamond Jubilee Race Night DVD; £80.40.
- vii) Mr N Weber re mower service & repairs; £232.18
- viii) To note the Tonks quarterly payroll DD payment; £749.09

## **14. Planning Applications;** none.

## **15. Planning Decision;**

Change of Use of the Village Store & Post Office was refused by SSDC.

## **16. Community Speed Watch report;**

Cllr Sinclair was proposed and elected as CSW representative.

April had seen fewer sessions due to wet weather but remains at 1.1% of vehicles speeding.

CSW has been cancelled during the resurfacing. Cllr Sinclair will take advice from the police on when to restart if there are no white lines reinstated this week.

## **17. Parish Lengthsman Report;**

Cllr Stephen was proposed and elected as Lengthsman representative.

Cllr Murdoch reported on the Lengthsman management meeting which was inconclusive on paying the co-ordinator. It was agreed that a programme of work be drawn up, of regular and seasonal tasks, and that there would be a performance review before the September meeting in terms of value for money.

## **18. Potholes & General Maintenance Report;**

Cllr Mrs Carter was proposed and elected as General Maintenance representative.

Cllr Mrs Carter reported that SCC will be repairing the damaged fence near the end of Eastfield Farm track, including the footpath sign.

The bridge is on the schedule and SCC had noted that more traffic was using this road during the resurfacing. Potholes had been repaired on Green Lane and Westways.

## **19. Play Area Report;**

Cllr Weber was proposed and elected as Play Area representative.

There are no issues with the play equipment.

Cllr Weber has serviced the mower and replaced the fuel pump, blades, belts and filter. It was agreed that Cllr Weber attend the initial inspection by Digleys. Clerk to action.

## **20. Rights of Way Report;**

Cllr Murdoch was proposed and elected as Rights of Way representative.

SCC is aware of repairs required to the bridge on Y8/25 and the finger post on Y8/17.

A Risk Assessment has been done for the Walking Group and is on file.

It was noted that 4WD vehicles had been using Y8/28 which is a restricted byway and can only be used by agricultural vehicles. It was reported that a ramp and earthworks had been constructed. Situation to be kept under review.

## **21. Entertainments Committee report;**

Cllrs Stephen and Sinclair were proposed and elected as Entertainments representatives.

The Barn Dance will be on 30 June at Orchard Farm, by kind permission of Mr & Mrs Weber. More helpers are needed.

## **22. Diamond Jubilee celebrations update;**

Councillors to deliver the Programme of Events this week, posters have gone up. The Pub will be providing food on the Race Night. The Beacon will be at Broad Hill, by kind permission of Ms Watson. A Risk Assessment will be provided for the events and put on file.

## **23. Items of Report;**

It was noted that the Mobile Library is back on its 3 weekly cycle.

There will be an election for Police Commissioner for Somerset on 15 November.

## **24. Next Meeting;**

Meeting dates for the coming year were noted –

11 June, 2 July, 3 Sept, 1 Oct, 6 Nov, 3 Dec 2012, 7 Jan, 4 Feb, 4 March, 1 April, 6 May 2013.

The dates for January and February will be confirmed at the June meeting.

There being no further business the Chairman closed the meeting at 9.45pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

**EAST CHINNOCK PARISH COUNCIL**  
**JUNE 2012 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of the East Chinnock Parish Council that will take place on Monday 11th June 2012, starting at 7.30pm in the Village Hall.**

**Public Question Time;** 15 minutes for parishioners to ask questions or raise matters of concern.

**AGENDA**

1. Apologies for absence; Mrs C Bakewell.
2. Declarations of interest
3. To agree and sign as a correct record the minutes of the last meeting held on 14 May 2012 (circulated to councillors).
4. Matters arising from the minutes
5. District Councillor's report
6. County Councillor's report; written report received.
7. Traffic calming; to receive any updates.
8. Planning applications; 12/00361/COU Change of Use of Village Store & Post Office to residential has gone to Appeal.
9. Planning decisions; none.
10. Clerk's report and correspondence; update on new Code of Conduct.
11. Finance; i) to note that the Annual Return had been submitted for 1 June.  
ii) to agree response to new auditor consultation.  
iii) to agree response to The Chimes editors request that the newsletter has front & back page in colour if appropriate at an additional cost of £20.
12. Payments to approve;  
i) D C Langford May expenses; £29.97  
ii) Harvey re stone trough; £156.00.  
iii) To note the Tonks quarterly payroll DD payment = £719.32 gross + payroll charge.
13. Payments received; £200 re marquee hire (inc £50 travel).
14. Community Speed Watch report.
15. Parish Lengthsman report.
16. Potholes & General Maintenance report.
17. Play Area; to agree any action arising from the Annual Inspection.
18. Rights of Way report; to note the ongoing damage on the restricted byway leading up to Conygar from Orchardleigh has been reported to SCC (Y8/28)
19. Entertainments Committee report; to note the Village Barn Dance will be held on Saturday 30th June.
20. Diamond Jubilee celebrations report.
21. Items of report
22. To agree date of next meeting.

*Christine Langford*

*Clerk to East Chinnock Parish Council - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

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### Chairman

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### Minutes of the East Chinnock Parish Council meeting held on Monday 11 June 2012 starting at 7.30pm in the Village Hall.

#### **Present;**

Chairman Cllr M Slater  
Councillors Cllrs I Stephen, B Murdoch, A Sinclair, N Weber, Mrs R Carter, Mrs M Merchant.  
Officer Ms C Langford  
District Councillor Mr R Pallister (for part of meeting)

There were two parishioners present.

**Public Question Time;** there were no questions.

**25. Apologies for absence;** Mrs C Bakewell.

**26. Declarations of Interest;** none.

**27. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the May meeting.

**28. Matters arising from the Minutes;**

It was noted that in response to Councils letter asking for more information during road closures SCC has promised to look at improving information flow to local communities, in particular public transport changes. Clerk to inform resident raising this issue.

**29. District Councillor's report;**

Mr Pallister informed Council that as a result of chaos caused by road closures in Crewkerne SCC Highways has been requested to liaise with affected Town/Parish Councils.

It was noted that the empty property in Orchardleigh has been sold.

**30. County Councillor's report;**

Clerk read report from Mrs Bakewell.

- It was noted that Housing Benefit in this area is rare.
- It was noted that a Police & Crime Commissioner will be elected in November and held to account by a Panel of Local Government representatives from across Somerset & Avon.



### **31. Traffic calming;**

- Residents feedback is that traffic on the new surface is much quieter but also faster. It was noted that this is an issue for those hard of hearing when crossing the road.
- Still awaiting outcome of LTP funding application regarding traffic calming measures.
- It was noted that Hollow signage has been promised 'in next 6 weeks' by SCC.

### **32. Planning applications;**

It was noted that Change of Use of Village Store & Post Office to residential has gone to Appeal. Council did not wish to add anything to the written statement submitted.

### **33. Planning decisions;** none.

### **34. Clerk's report and correspondence;**

- i) SSDC Empty Homes strategy; Council is not aware of any long term empty properties in the parish.
- ii) Councillors were urged to 'Register their Interest' re the faster Broadband project.
- iii) it was noted that the Clerk will be attending a session on the new Code of Conduct on 18 June at Barrington and time and mileage costs will be incurred.
- iv) A thank you letter has been received from The Hospice regarding £50 donation from internal auditor.
- v) It was agreed that Council would meet on 18 January and 4 February with Cllr Mrs Carter taking minutes.

### **35. Finance;**

- i) it was noted that the Annual Return was submitted for 1 June.
- ii) it was agreed that Council had no objections to the proposed appointment of Grant Thornton UK LLP as new external auditors from Sept 2012 for 5 years.
- iii) It was resolved that The Chimes editor use colour for front/back pages when appropriate for up to three copies per year and this will be reviewed after one year. This would be an additional £20 per edition. Clerk to liaise with editor regarding including reports on events.
- iv) Clerk informed Council that there is an insurance claim in the hands of our insurers regarding an accidental poisoning of a steer in the field used for the Diamond Jubilee beacon.

### **36. Payments;**

The following payments were presented and approved;

- i) D C Langford May expenses; £29.97
- ii) Harvey re engraved stone for Jubilee trough; £156.00.
- iii) To note the Tonks quarterly payroll DD payment will be £719.32 gross + payroll charge. It was agreed to take discussion on the payroll service as a confidential item at the end of the meeting.

Cllr Murdoch asked for it to be minuted that he did not believe that event costs should be paid in cash.

### **37. Payments received;**

£200 for marquee hire which includes £50 travel costs for whoever transports the marquee to the site near Chard.

### **38. Community Speed Watch report;**

- It was noted that there is an increase in the number of speeding vehicles. The SID results indicate a 50% increase in high end speeders (>50mph) since the resurfacing. Cllr Sinclair to alert Mrs Bakewell and Cllr Mrs Carter to alert SCC Highways to this issue.
- 15 June is Safe Day with CSW across the county. Cllr Sinclair to put a CSW report in The Chimes with a request for more volunteers.

### **39. Parish Lengthsman Report;**

Requests for strimming and clearing branches were noted.

### **40. Potholes & General Maintenance Report;**

- It was reported that excavations on the Restricted Byway above Orchardleigh are causing damage to the stone structure. Clerk has reported this to SCC.
- Council has been informed that the new raised road surface is resulting in water flooding into Bridge Farm yard. Cllr Mrs Carter to report this to SCC for action.

### **41. Play Area Report;**

- It was noted that Digleys gave 10 minutes notice of doing the annual inspection so Cllr Weber could not be present. Clerk to raise this with Digleys.
- Cllr Mrs Merchant to ask Mr Jones if he would address the mole problem in the play area.

### **42. Rights of Way Report;** nothing further to report.

### **43. Entertainments Committee report;**

- It was noted that the Barn Dance on 30 June will now be held at the playing field with use of the school rooms facilities.
- It was resolved that the 2011 Barn Dance accounts are used as a basis for the 2012 budget plus £250 additional contingency. It was confirmed that the budget should be to make a small profit.

### **44. Diamond Jubilee celebrations update;**

- The Chairman thanked Cllrs Stephen, Sinclair, Weber, Mrs Merchant and Mr Gliddon and Mrs Hinton for all their hard work in running a successful Diamond Jubilee celebration.
- The Chairman read a thank you letter from a parishioner.
- It was agreed to provide a plaque for the Jubilee tree in the churchyard and to produce a montage of photographs to be displayed in the village.
- The profit will be in the order of £130. It was resolved that any profit be put in the general account to offset the unforeseen Clerks costs of HM The Queens drive through and the road resurfacing.

### **45. Items of Report;** Cllr Sinclair to look at acquiring free barn owl boxes.

**46. There was a confidential item** regarding review of the payroll service due to the personal information relating to the Clerk. Action was agreed and it was resolved to delegate Cllr Slater and Cllr Mrs Carter to work with the Clerk on the issues.

### **47. Next Meeting;** Monday 2 July.

There being no further business the Chairman closed the meeting at 9.45pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

## EAST CHINNOCK PARISH COUNCIL JULY 2012 MEETING AGENDA

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of the East Chinnock Parish Council that will take place on Monday 2nd July 2012, starting at 7.30pm in the Village Hall.**

**Public Question Time;** 15 minutes for parishioners to ask questions or raise matters of concern.

### AGENDA

1. Apologies for absence.
2. Declarations of interest.
3. To agree and sign as a correct record the minutes of the last meeting held on 11 June 2012 (circulated to councillors).
4. Matters arising from the minutes.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications; 12/02338/FUL Mr Champion for erection of retaining wall at Scriveners, College 12/02396/FUL Lime Kiln Farm, Hardington erection of workers dwelling.
8. Planning decisions; none.
9. Clerk's report and correspondence; i) update on new Code of Conduct and Standing Orders.  
ii) receive nominations for the SCC Chairman's' awards for service to the community.  
iii) request for a representative for A Better Crewkerne & District executive committee
10. Finance; i) to note that the External Audit found no matters for concern.  
ii) payroll review.
11. Payments to approve;  
i) D C Langford (expenses) = £12.95  
ii) Perry Print (The Chimes) = £70.00  
iii) Mrs M Merchant (flower tubs) = £89.49  
iv) East Chinnock Village Hall (hire of tables & chairs) = £25.00  
v) SLCC 2012/13 membership = £41.00  
vi) Moore Stephens (External Audit) = £144.00
12. Payments received; none.
13. Community Speed Watch report.
14. Parish Lengthsman report.
15. Potholes & General Maintenance report including any traffic calming updates.
16. Play Area report.
17. Rights of Way report including update on damaged Restricted Byway behind Conygar viewpoint.
18. Entertainments Committee report including the Village Barn Dance.
19. Items of report.
20. To agree date of next meeting.

*Christine Langford*

*Clerk to East Chinnock Parish Council - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

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Milestone House  
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### Chairman

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01935 862072  
[m.slater11@btinternet.com](mailto:m.slater11@btinternet.com)

### Minutes of the East Chinnock Parish Council meeting held on Monday 2 July 2012 starting at 7.30pm in the Village Hall.

#### **Present;**

Chairman Cllr M Slater  
Councillors Cllrs I Stephen, B Murdoch, A Sinclair, N Weber, Mrs R Carter, Mrs M Merchant.  
Officer Ms C Langford  
County Councillor Mrs C Bakewell (for part of meeting)  
District Councillor Mr R Pallister (for part of meeting)

There was one parishioner present.

#### **Public Question Time;**

The parishioner thanked the Council for SCC feedback regarding no public transport provision during the road closure.

**48. Apologies for absence;** none.

**49. Declarations of Interest;** none.

#### **50. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the June meeting.

#### **51. Matters arising from the Minutes;**

The provision of owl boxes has been passed to the WI for action.

It was noted that the Jubilee tree plaque will cost £39.80 and this purchase was agreed. The Village Hall has agreed to display the Jubilee photo montage.

It was agreed to accept the CC and DC reports when Mrs Bakewell and Mr Pallister arrived.

#### **52. Planning applications;**

- 12/02338/FUL erection of retaining wall at Scriveners
- 12/02396/FUL Lime Kiln Farm, Hardington erection of workers dwelling;

there were no objections.

#### **53. Planning decisions;** none.

#### **54. Clerk's report and correspondence;**

- i) it was noted that the new Code of Conduct and Standing Orders will be adopted at the September meeting as still awaiting the model documents. Cllr Weber kindly offered to photocopy documents as required for the review.
- ii) SSDC will be taking over administration of Council Tax discounts from 1 April 2013. This will create a 10% shortfall in the SSDC budget but Mr Pallister does not consider that rural Councils will be hit by this.
- iii) There were no nominations for the SCC Chairman's awards for service to the community.
- iv) Feoffees has been asked if they would like to keep the Jubilee flagpole at the village hall.
- v) There were no volunteers to go on the A Better Crewkerne & District Executive.
- vi) It was agreed to consider a Council submission to the SSDC Local Plan consultation at the end of the meeting.

#### **55. District Councillor's report;**

Mr Pallister has ordered netting to address the issue of stray balls from the play area and a working party volunteered to install this.

#### **56. County Councillor's report;**

- It was agreed to add 'fraud' to minute 30 and this was signed.
- The traffic calming LTP funding result will be known in September.
- Mrs Bakewell is liaising with SCC Rights of Way and the Clerk re the damaged byway behind Conygar.
- It was noted that the SCC Safeguarding Young People Service is addressing issues raised in their OFSTED report to improve the service.

#### **57. Finance;**

- i) it was noted that the External Audit found no matters for concern
- ii) actions were agreed to resolve the payroll issues and Clerk to cancel the DD payments.
- iii) Cllr Slater to contact David Laws MP at the 24 July Village Advice Centre to make him aware of payroll issues for Parish Councils.
- iv) the steer insurance claim is being processed.

#### **58. Payments –**

The following payments were presented and approved;

- i) D C Langford (June expenses) = £12.95
- ii) Perry Print (The Chimes) = £70.00
- iii) Mrs M Merchant (flower tubs) = £89.49
- iv) East Chinnock Village Hall (tables/chairs hire) = £25.00
- v) SLCC 2012/13 membership = £41.00
- vi) Moore Stephens (External Audit) = £144.00

Cllr Murdoch will clarify the Councils current representatives on the Village Hall Committee at the September meeting.

It was noted that Cllr Sinclair has been paid £19.80 for marquee transport costs (re Minute 37).

#### **59. Payments received; none.**

## **60. Community Speed Watch report;**

It has been an inactive month due to the cancelled Speed Awareness Day and poor weather. An early morning session recorded 4% of passing traffic as speeding. Cllr Sinclair has alerted Mrs Bakewell to the increased speed since resurfacing which supports the Councils traffic calming funding bid.

## **61. Parish Lengthsman Report;**

- Strimming, hedge trimming and litter picking tasks completed.
- Orchardleigh spring has been repaired.
- Cllr Weber is working with the Lengthsman on play area repairs and it was agreed to spend up to £200 on wood to replace safety surface surrounds.

## **62. Potholes & General Maintenance Report;**

It was noted that parishioners had been asked to report to the Council or SCC anyone seen digging or driving non-agricultural vehicles along the byway behind Conygar. SCC contractors have been instructed to level out this byway with a digger. Council was reminded that SCC is responsible for Rights of Way.

## **63. Play Area Report;**

The Clerk is chasing Digleys for the Annual Inspection report.

It was noted that Greenslade Taylor Hunt has taken over the management of Diocese Glebe Lands as of 1 June 2012.

It was resolved to erect netting on the play area and alter the goalposts later if required. Councillors agreed to explain the issues of stray balls to any young men seen playing football on the play area.

## **64. Rights of Way Report;**

Cllr Murdoch will be attending a Health Walks training day and then reviewing the current programme of village walks.

## **65. Entertainments Committee report;**

The Barn Dance saw a lower attendance partly due to damp weather reflected in a profit of £53.88. Food was sold off and where possible supplies stored for use at the Bonfire event. Thanks were recorded to Mr Nigel Stewart for the donated cider. The new site on the play area worked well and the whole team was congratulated.

The Committee was asked to bring a draft budget for the Bonfire event to the September Council meeting.

## **66. Items of Report;**

- i) SSDC doorstep recycling is extending the materials collected.
- ii) SSDC Local Plan; it was resolved to delegate to Cllr Stephen and Cllr Mrs Carter to draft a submission on the likely impact of additional traffic through the village due to the proposed developments, to be circulated for agreement before submission.
- iii) Cllr Mrs Carter to take appropriate action regarding overhanging grass and hedge opposite Dawes Farmhouse.

## **67. Next Meeting; Monday 3 September.**

There being no further business the Chairman closed the meeting at 9.55pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

## **EAST CHINNOCK PARISH COUNCIL** **SEPTEMBER 2012 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of the East Chinnock Parish Council that will take place on Monday 3rd September 2012, starting at 7.30pm in the Village Hall.**

**Public Question Time;** 15 minutes for parishioners to ask questions or raise matters of concern.

### **AGENDA**

1. Apologies for absence.
2. Declarations of interest.
3. To agree and sign as a correct record the minutes of the last meeting held on 2 July 2012 (circulated to councillors).
4. Matters arising from the minutes; to approve Council representation on Village Hall Committee.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications; 12/02774/FUL Mr Duckett, The Haven for alterations & erection of first floor extension approved by Council.  
12/03260/FUL Mr & Mrs Taylor, The New House, Fordhay erection of first floor extension.
8. Planning decisions; 12/02338/FUL Mr Champion, Scriveners erection of retaining wall approved.
9. Clerk's report and correspondence; i) to adopt new Code of Conduct and Standing Orders (circulated).  
ii) to agree a new Parish tree warden.  
iii) to consider a request for funding from Somerset Community Justice Panel  
iv) to agree if wish to take part in SSDC Parish Bulb planting scheme.
10. Finance; confirmation of payroll provision.
11. Payments to approve;  
i) D C Langford (expenses) = £21.60  
ii) Perry Print (The Chimes) = £49.50  
iii) East Chinnock Village Hall (re hire for PO outreach) = £97.50.  
iv) Mr R Early (mower belt) = £59.58.  
v) Parish Lengthsman - Coker Division (2nd of 2) = £671.24.  
vi) Mr I Stephen (Diamond Jubilee plaque) = £39.80
12. Payments received; £10 skittles hire + £53.88 re Barn Dance/Bonfire profits into Tent a/c  
£315 re Diamond Jubilee profit + £107.89 re VAT refund into No 1 a/c.
13. Community Speed Watch report.
14. Parish Lengthsman report and review of service.
15. Play Area report including annual inspection; to agree any action required.
16. Potholes & General Maintenance report including any traffic calming updates.
17. Rights of Way report
18. Entertainments Committee
19. Items of report.
20. To agree date of next meeting.

*Christine Langford*  
*Clerk to East Chinnock Parish Council - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

Christine Langford  
Milestone House  
Carter's Lane  
East Chinnock  
BA22 9DR  
01935 862837 (Mon-Fri 9am-6pm only)  
[ecparishcouncilclerk@tiscali.co.uk](mailto:ecparishcouncilclerk@tiscali.co.uk)

### Chairman

Michael Slater  
1 Barrow's Court  
Weston Street  
East Chinnock  
BA22 9EJ  
01935 862072  
[m.slater11@btinternet.com](mailto:m.slater11@btinternet.com)

### Minutes of the East Chinnock Parish Council meeting held on Monday 3 September 2012 starting at 7.30pm in the Village Hall.

#### **Present;**

Chairman                    Cllr M Slater  
Councillors                Cllrs I Stephen, B Murdoch, A Sinclair, N Weber, Mrs R Carter, Mrs M Merchant.  
Officer                      Ms C Langford  
District Councillor    Mr R Pallister (for part of meeting)

There was one parishioner present.

**Public Question Time;** no questions.

**68. Apologies for absence;** Mrs C Bakewell.

**69. Declarations of Interest;** Cllr Mrs Carter re Item 7 Planning.

#### **70. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the July meeting.

#### **71. Matters arising from the Minutes;**

It was proposed that Cllr Mrs Merchant be the Council representative on the Village Hall committee, with existing representative Mrs O'Donnell. All agreed.

It was noted that there is no specific requirement for the Council to be on this committee.

#### **72. District Councillor's report;**

SSDC is running a Neighbourhood Planning workshop. Cllr Slater to attend.

It was noted that SSDC is in talks with local MPs over the withdrawal of public transport services in the area. Clerk to invite SSVCA Community Transport officer to a village coffee morning to explain how a community transport scheme could operate in the village. Cllr Stephen to be the contact for this.

#### **73. Planning applications;**

It was noted that both 12/02774/FUL The Haven alterations & erection of first floor extension and 12/03260/FUL The New House, Fordhay erection of first floor extension were approved by Council.



#### **74. Planning decisions;**

It was noted that SSDC has granted 12/02338/FUL Scriveners retaining wall.

#### **75. Clerk's report and correspondence;**

- i) It was proposed and agreed that Council adopt the SSDC Member Code of Conduct, that had previously been circulated to all councillors.
- ii) Clerk to circulate Register of Interest forms. It was proposed and agreed that these would be returned to SSDC with a covering letter stating that East Chinnock councillors wish to withhold their personal details from any website.
- iii) It was proposed and agreed that Council adopt the SALC Revisions to Standing Orders, that had previously been circulated to all councillors .
- iv) Ms Pickersgill was thanked for her work as parish tree warden. Cllr Slater to approach possible replacements.
- v) The following had been circulated to councillors; Electoral review final recommendations, SCC Health & Well Being and SCC Community Enablement Funds, Community Council newsletter.
- vi) It was agreed to decline a request for funding from Somerset Community Justice Panel.
- vii) There were no nominations for the SSDC Gold Star awards. No-one was able to attend the SALC AGM.
- viii) The reinstatement of mobile libraries with two monthly visits was noted and this has been publicised in The Chimes and on the noticeboard.
- ix) It was agreed to take part in the SSDC Parish Bulb planting scheme with Cllrs Slater and Mrs Merchant as the contacts. Sites were agreed at the end of The Hollow and the bank in front of the Play Area.

#### **76. Finance;**

- i) it was confirmed that SSVCA is now the payroll provider.
- ii) it was confirmed that the insurance claim re the Diamond Jubilee beacon has been settled.

#### **77. Payments –**

The following payments were presented and approved;

- i) D C Langford (expenses) = £21.60
- ii) Perry Print (The Chimes) = £49.50
- iii) East Chinnock Village Hall (PO outreach) = £97.50
- iv) Mr R Early (mower belt) = £59.58.
- v) Parish Lengthsman = £671.24
- vi) Mr I Stephen (Jubilee plaque) = £39.80

#### **78. Payments received;**

It was noted that £10 skittles hire and £53.88 Barn Dance/Bonfire profits had been paid into Tent a/c and £315 Diamond Jubilee events profit plus £107.89 VAT refund into No 1 a/c.

#### **79. Community Speed Watch report;**

Several sessions had been cancelled due to poor weather. July/August saw 16,000 cars recorded with 1.4% speeding so still significantly higher than the 0.8% county average. Its was noted that the SID is currently operating.

### **80. Parish Lengthsman Report;**

A report had been previously circulated. It was noted that the A30 drains have been reported to SCC but the Lengthsman will be asked to clear debris from the drain covers and trim the play area. Cllr Sinclair to erect safety fencing to prevent access behind the pre school shed until the fence is repaired.

It was agreed that in the current review of the scheme Council would look at whether to commit to the scheme with a new provider or use a local contractor. Cllr Stephen to ask SCC if any funding is available to provide this service. It was noted that figures will be required to set the 2013/14 precept in December.

### **81. Play Area Report;**

It was noted that maintenance tasks are in hand. It was agreed that Cllr Weber would cut off the bolts noted in the Annual Inspection and will monitor the condition of the cradle seats. Clerk to get a price for two cradle seats. It was noted that this inspection was done free of charge due to confusion over dates.

### **82. Potholes & General Maintenance Report;**

A report had been previously circulated. Cllr Mrs Carter to report the over flowing silt trap by The Rookery to SCC and to chase up the flooding issue in Carter's Lane reported by the Clerk in July. It was noted that the Clerk is following up clearing vegetation restricting the footpath by Dawes Farmhouse.

**83. Rights of Way Report;** it was noted that the works in Green Lane are understood to have been created by an adult. Cllr Murdoch to contact SCC to get an update on action to stabilise this area.

It was noted that the Walking Group has been pruning as necessary along Rights of Way.

### **84. Entertainments Committee report;**

Council requested a budget be presented at the October meeting regarding the Bonfire Event. It was agreed that Terms of Reference are to be produced for this Committee.

### **85. Items of Report;**

It was noted that Feoffees has repaired the village hall store room wall and would like to retain the Jubilee flagpole outside the hall.

**86. Next Meeting;** Monday 1 October.

There being no further business the Chairman closed the meeting at 9.55pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

## EAST CHINNOCK PARISH COUNCIL OCTOBER 2012 MEETING AGENDA

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of the East Chinnock Parish Council that will take place on Monday 1st October 2012, starting at 7.30pm in the Village Hall.**

**Public Question Time;** 15 minutes for parishioners to ask questions or raise matters of concern.

### AGENDA

1. Apologies for absence.
2. Declarations of interest and to receive any written requests for DPI dispensations.
3. To agree and sign as a correct record the minutes of the last meeting held on 3 September 2012 (circulated to councillors).
4. Matters arising from the minutes.
5. District Councillor's report.
6. County Councillor's report including update on traffic calming and to agree any action required.
7. Potholes & General Maintenance report
8. Planning applications; none.
9. Planning decisions; 12/02774/FUL Mr Duckett, The Haven erection of extension granted by SSDC.
10. Clerk's report and correspondence (circulated).
11. Finance; i) to receive the 1/2 year report (circulated) and bring items for the 2013/14 budget.  
ii) to review notice board provision in the village.
12. Payments to approve;
  - i) D C Langford (July-Sept salary & expenses) = £579.19 and HMRC £19.60.
  - ii) SSVCA re payroll = £15.00.
  - iii) East Chinnock Village Hall (re Oct-Dec hire for PO outreach) = £97.50.
  - iv) Mr R Early (mower fuel) = £34.44
  - v) Mr Andy Sinclair re CSW batteries = £9.83.
  - vi) Greenslade Taylor Hunt re Glebe rent = £30.
  - vii) Mr I Stephen re postage for SCC Highways licence for flower trough = £1.58
  - viii) SSDC re annual premises licence = £70.
13. Payments received; none.
14. Community Speed Watch report.
15. Parish Lengthsman report including recommendation for the future of the service.
16. Play Area report.
17. Rights of Way report
18. Entertainments Committee; to approve i) Bonfire budget and ii) Terms of Reference (both circulated).
19. Items of report.
20. To agree date of next meeting.

*Christine Langford*

*Clerk to East Chinnock Parish Council - signed on original*

## EAST CHINNOCK PARISH COUNCIL

### Clerk

Christine Langford  
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### Chairman

Michael Slater  
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Weston Street  
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BA22 9EJ  
01935 862072  
[m.slater11@btinternet.com](mailto:m.slater11@btinternet.com)

### Minutes of the East Chinnock Parish Council meeting held on Monday 1 October 2012 starting at 7.30pm in the Village Hall.

#### **Present;**

Chairman                    Cllr M Slater  
Councillors                Cllrs I Stephen, B Murdoch, A Sinclair, N Weber, Mrs R Carter  
Officer                      Ms C Langford  
District Councillor      Mr R Pallister (for part of meeting)  
County Councillor      Mrs C Bakewell (for part of meeting)

**Public Question Time;** no questions.

**87. Apologies for absence;** Mrs M Merchant.

**88. Declarations of Interest;** none.

#### **89. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the September meeting.

#### **90. Matters arising from the Minutes;**

- i) It was agreed that SSDC will plant the Parish bulbs.
- ii) The SSVCA Community Transport officer will attend the 20 November village coffee morning to explain how a community transport scheme could operate in the village. Clerk to put a poster on the notice board and inform the website.
- iii) It was confirmed that SSDC are running Neighbourhood Planning events in November and Cllr Slater will attend a session.
- iv) It was noted that SCC is monitoring the damage in Green Lane and no further action is currently required.

### **91. District Councillor's report;**

- As no planning is currently required for extensions SSDC expects issues with previously refused applications.
- Shelter is planning to withdraw services in Somerset due to lack of funding and this will leave a gap in support for the homeless.
- SSDC Local Plan; developers are submitting applications for housing in rural areas as these are more lucrative.

### **92. County Councillor's report;**

- SCC has revamped Corporate Parents and is recruiting more social workers to improve their service for children in care.
- A30 traffic calming; as the LTP bid was unsuccessful Mrs Bakewell, after consultation with all councillors, has appealed to SCC for some form of traffic calming. Councillors prioritised two refuges (on Fordhay and High Street) and also reinstatement of road markings lost during the resurfacing.

### **93. Potholes & General Maintenance Report;**

- A report had been previously circulated. SCC had asked if the Council would contribute to any traffic calming measures. It was proposed that the Parish Council is prepared to consider making a contribution for a suitable scheme if requested. All in favour. Clerk to inform Mrs Bakewell.
- It was noted that SCC has ordered jetting for the blocked drain in Carter's Lane.

### **94. Planning applications;** none.

### **95. Planning decisions;**

- It was noted that SSDC has granted 12/02774/FUL The Haven alterations and extension
- and that the Village Shop has withdrawn the Appeal against refusal of Change of Use.

### **96. Clerk's report and correspondence;**

- i) Councillors were reminded to return their Register of Interest forms to the Clerk.
- ii) It was agreed that Cllr Stephen attend the South Somerset Health & Wellbeing consultation event.
- iii) It was agreed that Cllr Mrs Carter attend the Local Choices event on communities running services.
- iv) The following had been circulated to Councillors;
  - Somerset Rural Youth Project brochure,
  - Clerks & Councils Direct,
  - SSDC localising Council Tax benefit report,
  - Localgiving.com online giving for charities.

## **97. Finance;**

- i) The 1/2 year finance report (that had been previously circulated) was presented. It was agreed to include £500 for traffic calming in the budget. A draft budget will be presented to November Council to be finalised at December Council and the precept agreed.
- ii) It was agreed to look at a replacement notice board in Orchardleigh. Clerk to circulate details. It was noted that there is still a need for a board at the Carter's Lane end of the village and potential sites will be investigated for the next meeting.
- iii) A Diamond Jubilee photo montage has been produced to be displayed in the village hall. It was proposed that the £22.03 cost be approved for immediate payment. All agreed.

## **98. Payments;**

The following payments were presented and approved;

- i) D C Langford (salary & expenses) = £579.19 and HMRC £19.60
- ii) SSVCA re payroll = £15.00
- iii) East Chinnock Village Hall (PO outreach hire) = £97.50
- iv) Mr R Early (mower fuel) = £34.44
- v) Mr Andy Sinclair re CSW batteries = £9.83
- vi) Greenslade Taylor Hunt re Glebe rent = £30
- vii) Mr I Stephen re postage for SCC Highways licence for flower trough = £1.58
- viii) SSDC re annual premises licence = £70.

The Clerks holiday entitlement was noted and agreed.

## **99. Payments received; none.**

## **100. Community Speed Watch report;**

It was noted that the latest SID results show significantly more high end speeders. There was 12 hours of CSW in September with 1.2% of traffic surveyed recorded as speeding, still above the 0.8% county average. It was noted that the Police are targeting repeat offenders.

## **101. Parish Lengthsman Report;**

A report had been previously circulated with three options for continuing the service.

Option A was recommended; to seek a replacement self-employed Lengthsman at a similar cost to the Parishes. The scheme co-ordinator is willing to continue. A £200 bonus would be paid from the fund to the retiring Lengthsman.

SSDC would continue to offer free waste disposal and training for the scheme. It was proposed that Option A seeking a replacement be approved. All in favour.

Clerk to inform the Scheme co-ordinator and to request the Council has a representative on the interview panel to ensure effective management of the new Lengthsman.

A report had been circulated on tasks completed by the Lengthsman and tasks were agreed for the coming month.

## **102. Play Area Report;**

- It was noted that mower maintenance tasks are in hand.
- Cllrs Weber and Sinclair will repair the fence behind the shed.
- It was agreed that £234 for the cost of two new cradle seats would go in the 2013/14 budget.
- Clerk to clarify who empties the bin.

### **103. Rights of Way Report;**

Cllr Murdoch has attended Health Walks training and is looking at introducing Health Walks in 2013.

### **104. Entertainments Committee report;**

- The Bonfire Night budget that had been previously circulated was approved. There is 10% discount on the fireworks. Committee minutes to be circulated.
- A draft Terms of Reference had been circulated. It was agreed that Cllrs Stephen and Murdoch produce a second draft, the Clerk will then get these approved by the Council insurers before presenting to November Council for approval.

### **105. Items of Report;**

- The Village Hall Committee is asking all user groups to have a fire drill practice.
- Cllr Murdoch to bring The Chimes copy deadline dates to next Council meeting.

### **106. Next Meeting;**

**Tuesday** 6th November as Bonfire Night on the Monday.

There being no further business the Chairman closed the meeting at 9.20pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

## **EAST CHINNOCK PARISH COUNCIL** **NOVEMBER 2012 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of the East Chinnock Parish Council that will take place on **Tuesday 6th November 2012**, starting at 7.30pm in the Village Hall.**

**Public Question Time;** 15 minutes for parishioners to ask questions or raise matters of concern.

### **AGENDA**

1. Apologies for absence.
2. Declarations of interest and to receive any written requests for DPI dispensations.
3. To agree and sign as a correct record the minutes of the last meeting held on 1 October 2012 (circulated to councillors).
4. Matters arising from the minutes; i) provision of notice boards ii) emptying of litter bins iii) Chimes 2013 deadlines.
5. District Councillor's report.
6. County Councillor's report including update on traffic calming.
7. Health & Well Being workshop; to agree any action from the circulated report.
8. Planning applications; 12/03675/FUL Mr Hall, Cornerstones, College conservatory approved by Council.
9. Planning decisions; 12/03260/FUL Mr & Mrs Taylor, The New House, Fordhay extension granted by SSDC.
10. Clerk's report and correspondence.
11. Finance; i) to receive a draft 2013/14 budget in preparation for setting the precept.  
ii) to consider a request for a grant from South Somerset CAB.
12. Payments to approve;  
i) D C Langford (Oct expenses) = £8.  
ii) Perry Print (The Chimes) = £49.50  
iii) Somerset Playing Fields Association subs = £10  
iv) Mr A Sinclair (fireworks) = £709.57.  
v) East Chinnock PCC burial ground donation £400
13. Payments received; none.
14. Community Speed Watch report; to agree two locations for SCC SIDs.
15. Potholes & General Maintenance report; to agree any action re flood in Carters Lane.
16. Parish Lengthsman report.
17. Play Area report.
18. Rights of Way report
19. Entertainments Committee; to approve Terms of Reference.
20. Items of report.
21. To agree date of next meeting.

*Christine Langford*

*Clerk to East Chinnock Parish Council - signed on original*



# **EAST CHINNOCK PARISH COUNCIL**

## **Minutes of the East Chinnock Parish Council meeting held on Tuesday 6 November 2012 starting at 7.30pm in the Village Hall.**

**Present;** Chairman Cllr M Slater  
Councillors Cllrs I Stephen, B Murdoch, N Weber, Mrs R Carter, Mrs Merchant.  
Officer Ms C Langford  
District Councillor Mr R Pallister (for part of meeting)

**Public Question Time;** no questions.

**107. Apologies for absence;** Mr A Sinclair.

**108. Declarations of Interest;** none.

**109. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the October meeting.

**110. Matters arising from the Minutes;**

- i) it was resolved that the Clerk order a front opening 6@A4 notice board as a replacement for Orchardleigh. The Clerk will look into options to site a board at the eastern end of the village.
- ii) it was resolved that the play area bin continues to be emptied voluntarily rather than lose one of the bins in the lay by and risk fly tipping. Cllr Weber to ask the pre school to assist in this.

It was reported that the bus stop litter bin is being used as a dog waste bin. Clerk to ask SSDC if a dog bin could be provided here as well.

**111. District Councillor's report;**

- It was noted that the Government budget statement has now been postponed to 18 December creating difficulties in Budget setting for all Local Authorities.
- SSDC are working with other agencies to rationalise publicly used buildings in South Somerset.
- SSDC planners are monitoring Yews Farm and looking into an improved access to enable the area to be developed.

**112. County Councillor's report;** No report received

**113. Health & Well Being workshop;**

There is funding available for initiatives addressing Health & Well Being. It was noted that the village has the walking group, Feoffees support and a range of activities in the village hall. Provision of allotments and a babysitting group were suggested. It was agreed that Councillors consult with residents and report to the December meeting.

**114. Planning applications;**

12/03675/FUL Mr Hall, Cornerstones, College conservatory was approved by Council.

**115. Planning decisions;**

SSDC has granted 12/03260/FUL Mr & Mrs Taylor, The New House, Fordhay - extension.

### **116. Clerk's report and correspondence;**

- i) the Register of Interest forms have been returned to SSDC. Council has received a reply from Rt. Hon Don Foster MP regarding the risks of identity theft with the new Code of Conduct requirements. The reply did not address Councillors concerns and the Chairman has replied to this effect.
- ii) no-one is able to attend the SALC area meeting on 10 December.

### **117. Finance;**

- i) A draft 2013/14 budget (that had been circulated) was presented. It was now noted that the play area fence needs replacing plus the two notice boards which would reduce reserves by some £1000 more than in the budget. It was agreed to set the Precept at the December meeting but noting that if Government did announce a cap on 18 December then this would need to be reviewed and a final Precept would be set at a January meeting.
- ii) it was resolved to give a grant of £50 to South Somerset CAB.

### **118. Payments;**

the following payments were presented and approved;

- i) D C Langford (Oct expenses) = £8
- ii) Perry Print (The Chimes) = £49.50
- iii) Somerset Playing Fields Association subs = £10
- iv) Mr A Sinclair (fireworks) = £709.57
- v) East Chinnock PCC burial ground donation £400

### **119. Payments received;** there were none.

### **120. Community Speed Watch report;**

It was agreed to continue to have the SID on the High Street and Fordhay. Clerk to contact Mrs Bakewell to get an update on traffic calming.

### **121. Potholes & General Maintenance Report;**

- A report had been previously circulated. Drainage and silt issues on the A30, Cleves Track and Green Lane were noted. Cllr Mrs Carter will clarify what SCC will do then it was agreed to ask the Lengthsman to address what he can with help from Councillors.
- It was noted that a 4x4 has been using Green Lane and that the driver has been informed that this is illegal.
- Councillors have tried to address the flooding in Carter's Lane with help from a local landowner. Further action is needed and a jetter may be required. Quotes for equipment were presented, all under £100. It was agreed to hire equipment if needed but that Cllr Mrs Carter will contact SCC Highways to state that clearing Carter's Lane is on a without prejudice basis and is not creating a precedent.

### **122. Parish Lengthsman Report;**

- A report was presented on tasks completed by the Lengthsman and tasks were agreed for the coming month.
- A quote has been received for £825 to repair the play area fence and it was agreed that Cllr Stephen apply to the Health & Well Being fund for this.

### **123. Play Area Report;** there was nothing further to report.

### **124. Rights of Way Report;**

It was noted that SCC will now only maintain way markers that lead onto a public highway.

### **125. Entertainments Committee report;**

- The draft Terms of Reference will be circulated prior to approval. It was noted that the Entertainments Committee could return to being independent of the Council should they choose.
- It was noted that the Bonfire Event was a success with excellent fireworks, a good crowd of happy spectators and lots of helpers on the night. The Chairman thanked the Entertainments Committee.

### **126. Items of Report;**

- There was a request that every effort is made to ensure all residents can find out what activities are on offer in the village.
- The Chimes copy deadline dates will be circulated after the meeting.
- A new tree warden has been found. Clerk to pass on contact information.

### **127. Next Meeting;**

Monday 3rd December and 7th January, should this be required, to review the Precept.

There being no further business the Chairman closed the meeting at 9.50pm.

Copies of these minutes can be found on the village website at <http://EastChinnock.com>

## **EAST CHINNOCK PARISH COUNCIL** **DECEMBER 2012 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of the East Chinnock Parish Council that will take place on Monday 3rd December 2012, starting at 7.30pm in the Village Hall.**

**Public Question Time;** 15 minutes for parishioners to ask questions or raise matters of concern.

### **AGENDA**

1. Apologies for absence.
2. Declarations of interest and to receive any written requests for DPI dispensations.
3. To agree and sign as a correct record the minutes of the last meeting held on 6 November 2012 (circulated to councillors).
4. Matters arising from the minutes; i) provision of notice boards update  
ii) to consider a larger bin at the Bus Stop and iii) to agree any Health & Well Being action.
5. District Councillor's report.
6. County Councillor's report.
7. Local Choices workshop; to agree any action from the report.
8. Planning applications; 12/04495/FUL Mr & Mrs Andrews, 1 Portman Court for two storey extension.
9. Planning decisions; 12/03675/FUL Mr Hall, Cornerstones, College conservatory granted by SSDC.
10. Clerk's report and correspondence; i) to consider Waitrose community tree offer  
ii) to note that a new editor is required for The Chimes and to agree action.
11. Finance; to agree the 2013/14 precept subject to any restrictions in the December Government Budget statement (papers circulated).
12. Payments to approve; i) D C Langford (salary/expenses) = £670.84 ii) HMRC = £ 19.60  
iii) SSVCA Ltd (payroll) = £15 iv) East Chinnock Village Hall (PO outreach) = £97.50  
v) to note that Feoffees has paid the community licence fee direct to SSDC.
13. Community Speed Watch report.
14. Potholes & General Maintenance report.
15. Parish Lengthsman report.
16. Play Area report; to agree action for fencing repairs.
17. Rights of Way report.
18. Entertainments Committee; to approve Terms of Reference.
19. Items of report and to agree items for The Chimes.
20. To agree date of next meeting.

*Christine Langford*  
*Clerk to East Chinnock Parish Council - signed on original*

# EAST CHINNOCK PARISH COUNCIL

## Minutes of the East Chinnock Parish Council meeting

held on Tuesday 3 December 2012 starting at 7.30pm in the Village Hall.

**Present;** Chairman Cllr M Slater  
Councillors Cllrs A Sinclair, I Stephen, B Murdoch, N Weber, Mrs R Carter, Mrs Merchant.  
Officer Ms C Langford  
County Councillor Mrs C Bakewell (for part of meeting)  
District Councillor Mr R Pallister (for part of meeting)

### **Public Question Time;**

- i) Residents presented objections regarding the planning application for 11 Portman Court in terms of size, light and privacy. Copies of letters to SSDC had also been received. The applicant stated that it was the only option enabling them to stay in the village.
- ii) Mrs Pamela Lewis was welcomed as the new parish tree warden.

**128. Apologies for absence;** Mr Pallister will be late.

**129. Declarations of Interest;** none.

### **130. Minutes of the last meeting;**

The minutes, that had previously been circulated to all councillors, were signed by the Chairman as a true record of the November meeting.

### **131. Matters arising from the Minutes;**

- i) A replacement notice board has been bought for Orchardleigh and Councillors volunteered to erect it.
- ii) It was resolved that the Clerk order a 90litre litter bin for the bus stop as in the circulated details. The small old bin will be re-sited in the village but will not be emptied by SSDC.
- iii) Health & Well Being action;
  - A request has been received for allotments. It was noted that Feoffees own the field by Cott Farm but this has flooding issues.
  - A garden share scheme was suggested. Cllr Sinclair to put this idea in The Chimes and act as contact for those interested.
  - It was noted that there has been sufficient interest in the Health Walks to have a trial scheme.
  - It was noted that fence repairs in the Play Area are not appropriate for the Health & Well Being fund.

### **132. District Councillor's report;**

It was noted that the council tax benefit rebate will now be paid by the Parish Council and not SSDC and this will have an impact on the Precept level.

### **133. County Councillor's report;**

It was noted that SCC will be providing traffic calming on the A30 with pedestrian refuges at Spring Cottage/Court Hayes and Meldon House/Fordhay, central hatching to the 30mph sign westwards and white lines to edge the highway. It was noted that access into Carter's Lane is an issue from the Yeovil direction and it was confirmed that SCC will consult with the Parish before work starts but that the works need to be completed by the end of March. The Chairman thanked the whole 'team' for their hard work in achieving this.

### **134. Local Choices workshop report;**

- i) It was reported that the Lengthsman scheme will now be known as the Community Warden Scheme with a similar range of tasks but with more monitoring. It was noted that £3,000 funding is available per scheme and that our existing scheme will need to apply for this.
- ii) It was reported that there is funding, advice and resources available for youth work, including mini buses. Councillors were asked to consult with residents to gauge interest and ideas for youth provision and report back to the March meeting. It was noted that West Coker has a thriving Youth Club

### **135. Planning applications;**

- 12/04495/FUL Mr & Mrs Andrews, 11 Portman Court for two storey extension. Council noted SSDC policy regarding light, size, privacy. It was resolved that the Council has no objections to this application if the development is carried out in a sympathetic style.

### **136. Planning decisions;**

- It was noted that SSDC has granted 12/03675/FUL Cornerstones, College conservatory.

### **137. Clerk's report and correspondence;**

- i) It was agreed to accept the Waitrose offer of a tree to celebrate their 75th anniversary and to ask for a mountain ash if possible due to size issues.
- ii) It was agreed to support the Western Gazette campaign to improve the A303.
- iii) It was noted there had been some interest in the SSVCA community transport scheme and volunteer drivers or users would deal direct with SSVCA.
- iv) As the current editor of The Chimes wishes to stand down after the Feb/March edition it was agreed to put an item in The Chimes and the website and Councillors to contact any potential new editors.
- v) The following had been circulated to councillors
  - CAB thank you letter, [Community Right to Bid flyer](#),
  - Neighbourhood Plans workshop report [and](#) SPFA, Clerks & Councils Direct, War Memorials Trust and Came & Co Parish Matters newsletters.

### **138. Finance;**

Council received a financial update (previously circulated). It was proposed and agreed to set the Precept for 2013/14 provisionally at £7500 and this would allow £500 for the Council share of council tax benefit rebates.

It was recognised that there would need to be an Extraordinary Council meeting in January to finally approve the Precept when Council has the relevant information on the rebate and whether the Government has set a Precept cap.

### **139. Payments;**

The following payments were presented and approved;

- i) D C Langford (salary/expenses) £670.84
- ii) HMRC £19.60
- iii) SSVCA Ltd. (payroll) £15
- i) East Chinnock Village Hall (PO outreach) £97.50
- ii) Perry Print invoice for printing The Chimes £50.0

It was noted that Feoffees has paid the community licence fee direct to SSDC

#### **140. Community Speed Watch report;**

It was reported that 1.4% of recorded passing traffic is still speeding and this is significantly higher than the Somerset average.

It was noted that South Somerset Community Speedwatch has been awarded The Prince Michael International Road Safety Award and members of the village CSW team are attending the Local Presentation of the award.

#### **141. Potholes & General Maintenance Report;**

A report had been previously circulated.

- Drainage and silt issues on the A30, Green Lane and Cleves track have been addressed or are in the pipeline.
- The flooding in Carter's Lane has been cleared with help from two local landowners.
- The subsidence in Green Lane is being assessed by SCC.
- Damage due to recent storms has been reported and vulnerable areas monitored.

#### **142. Parish Lengthsman Report;**

A report was presented on tasks completed by the Lengthsman and tasks were agreed for the coming month. Cllr Stephen will be on the interview panel in the New Year for a replacement Lengthsman.

#### **143. Play Area Report;**

It was proposed and agreed to replace the chainlink fence with a 1m post & rail with kickboard at a cost of around £500. The £800+ cost of replacement chainlink is considered prohibitive.

#### **144. Rights of Way Report;**

It was noted that there will be a 6 months trial of the Health Walks and a Leader is required to take this on after the initial trial.

#### **145. Mr Pallister arrived.**

- He informed Council that SSDC is looking at flooding issues with the appropriate Agencies to clarify responsibilities and they will be inviting more input from Parish Councils.
- He confirmed that letters clarifying the council tax benefits issue and the affect on the Council Precept will be sent this week and Council will need to have a meeting in the last week of January, when they will have all the relevant information, to approve the Precept.

#### **146. Entertainments Committee report;**

- The minutes of the last committee meeting were presented. The Bonfire Night was considered a success and made a profit of £210.64.
- As the 5th draft Terms of Reference had not been circulated prior to the meeting it was agreed that this would be discussed at the February meeting to approve.

#### **147. Items of Report;**

- A resident was flooded out in Forge Lane and has been rehoused temporarily in the School House.
- The Village Hall committee was congratulated on the Village Collage.

#### **148. Next Meeting;**

It was agreed to have an extraordinary meeting to approve the Precept on Monday 28th January starting at 7.30pm and the next ordinary Council meeting will be on Monday 4th February.

There being no further business the Chairman closed the meeting at 10.05pm.