

**EAST CHINNOCK PARISH COUNCIL**  
**MEETING AGENDA**

**NOTE**

The agenda for this month is currently unavailable

**DRAFT**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of an Extraordinary Parish Council meeting of the East Chinnock Parish Council held on Monday 28th January 2012, starting at 7.30 pm in the Village Hall.

**Present :** Chairman Cllr M Slater  
Councillors Cllrs I Stephen, B Murdoch, N Weber, Mrs R Carter (who also took the minutes),  
Mrs M Merchant

**149. Apologies for absence;** Ms C. Langford, Parish Clerk., Cllr A.Sinclair.

**150. Declarations of interest;** none

**151. Minutes of the last meeting;** the minutes, that had been previously circulated to all councillors, were signed by the Chairman as a true record of the December meeting.

**152. Matters arising from the Minutes;** it was agreed to take these at the meeting on 4th February.

**153. Finance:** Council received a report from Cllr Slater explaining the Council Tax Reduction Scheme (previously circulated). There was a full discussion as to how the Precept should be set, balanced with what savings could be made on the projected budget for 2013/2014 at a time when parishes have the burden of increased responsibilities. It was felt that in order to keep the amount required to a minimum, a figure of £6,500 should be recommended to the next meeting together with a number of suggestions as to possible savings including the use of the Lengthsman.

**154. Next Meeting;** it was agreed this would be held on Monday 4th February.

There being no further business the Chairman closed the meeting at 8.50 pm.

Signed .....(Chair) Date.....

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**EAST CHINNOCK PARISH COUNCIL**  
**FEBRUARY 2013 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 4<sup>th</sup> February 2013, starting at 7.30 pm in the Village Hall.**

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

**AGENDA**

1. Apologies for absence : Cllr R. Carter.
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 28 January 2013 (circulated to councillors)
4. Matters arising from the December or January minutes.
5. District Councillor's report.
6. County Councillor's report; update on A30 traffic calming.
7. Entertainments Committee report; to approve the committee's Terms of Reference (circulated to councillors).
8. Planning applications; 12/04801/OUT Mr and Mrs Millward, Foxcote, Broad Lane – to demolish existing workshop and erection of detached dwelling house, garage and turning area  
13/00078/FUL Mr Richard Fry, The Rick Barton, High Street – for alterations including raising of roof and erection of single storey rear extension , extension to front of garage and gable extension to front
9. Planning decisions;
10. Clerk's report and correspondence; i) update on Waitrose tree ii) does Council wish to create a Parish Emergency Plan? iii) SCC's Countrywide Review of recent flooding – should a representative of the PC attend?
11. Finance; to approve the 2013/2014 precept and sign the paperwork.
12. Payments to approve; Cllr Carter cheque for £100 refund of HMCR penalty; cheque for £49 to Perry Print.
13. Community Speed Watch report.
14. Potholes and General Maintenance report.
15. Parish Lengthsman report.
16. Play area report; update on fence repairs.
17. Rights of Way report.
18. Items of report and to agree items for The Chimes and consider applications for editorship.
19. To agree date of next meeting.

*Michael Slater*  
*Chairman of East Chinnock Parish Council – signed on original.*

**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 4 February 2013 starting at 7.30pm in the Village Hall.

**Present;** Chairman Cllr M Slater  
Councillors Cllrs I Stephen & B Murdoch  
Officer Ms C Langford  
District Councillor Mr R Pallister (for part of meeting)  
3 Parishioners.

**Public Question Time;** i) A fire drill was carried out.  
ii) Council welcomed Mrs Janes who has volunteered to be the new Editor of The Chimes. Council confirmed that they are unable to increase the Chimes budget. Council was pleased to accept Mr Pallisters offer to donate £36 towards colour printing in The Chimes. Mrs Janes will approach businesses listed in The Chimes for donations.  
iii) Mrs Lewis informed Council of potential funding for trees in the Parish.

**155. Apologies for absence;** Cllrs Mrs R Carter & Mrs Merchant, Cllrs A Sinclair & N Weber. The meeting is quorate.

**156. Declarations of Interest and to receive any written requests for DPI dispensations;** Councillors submitted requests re setting the precept and these were agreed.

**157. 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 January meeting.

**158. Matters arising from the December or January minutes;** i) it was noted that the Clerk will now order the bin for the bus stop and we have a new Editor for the Chimes from the next edition.

ii) Council noted that there is a volunteer keen to move forward with provision of allotments and willing to manage the project if land is available.

**159. District Councillor's report;** The Broadband contract has been signed with BT to deliver faster Broadband to 90% of properties across Somerset by 2016.

There will be no rise in SSDC Council Tax this year due to cuts and increased efficiency. SSDC has a hardship fund available to support those affected by cuts in benefits support of Council Tax payments.

**160. County Councillor's report;** no report. It was agreed to take planning next;

**161. Planning applications;** 12/04801/OUT Mr & Mrs Millward, Foxcote, Broad Lane to demolish existing workshop & erect a dwelling house. Council has no objections but it was noted that the proposed development is outside of the development area.

Clerk to ask SSDC for a briefing sheet on planning policy for Councillors information.

13/00078/FUL Mr Fry, The Rick Barton, High Street alterations to raise roof, erect single storey & garage & gable extensions; Council has no objections.

**162. Planning decisions;** it was noted that SSDC has refused 12/04495/FUL 11 Portman Court extension.

**163. Entertainments Committee report;** Terms of Reference draft 6 (previously circulated to Councillors) was discussed and modified (draft 7). It was proposed that the Terms of Reference draft 7 (copy to be put on file) is approved and all agreed.

**164. Clerk's report and correspondence;** i) potential sites were discussed for the Waitrose tree. Clerk to ask Cllr Weber to hold the tree until a permanent site is agreed.

ii) Parish Emergency Plan; Clerk to get more information on what is involved.

iii) SCC's Countywide Review of recent flooding; Clerk to circulate date so Council can be represented.

iv) Requests for donations from SSVCA and SS Disability Forum were refused.

v) Crewkerne PCSOs have offered to attend a PC meeting. The offer was refused as a PCSO is attending tomorrows coffee morning and this was seen as more effective.

**165. Finance;** Council noted that the Precept had been discussed at length at the January meeting, with 6 Councillors present. It was proposed that the precept be set at £6500 for 2013/14 (ie £6315 + £185 Government grant) whilst accepting that in future the Entertainments a/c might be used for an emergency or a project of benefit to the Parish. All agreed.

**Draft**

**166. Payments;** the following payments were presented and approved; Mrs Carter re HMRC £100 and £49 Perry Print re Feb/March Chimes.

It was agreed that the Clerk appeal the HMRC payment. Council was informed that SSVCA has ceased providing a payroll service and so it was proposed and agreed that Cox & Co take on this role.

**167. Community Speed Watch report;** it was reported that January saw 14 hrs of CSW with 7599 vehicles and 1.2% speeders. The hours were reduced due to poor weather. Overall 1.1% of recorded passing traffic is speeding. Council thanks Ms Souter for managing CSW in Cllr Sinclair's absence. Council agreed that pressure was needed for sufficient training slots to be provided so that new volunteers could be used and not lost.

**168. Potholes & General Maintenance Report;** a report had been previously circulated. Clerk to thank SSDC for clearing litter along the A30. Council thanks Mr & Mrs White for clearing the ditches at the end of Cott Lane. Council has been advised that in these austere times self-help is needed and there is no reason why residents cannot be invited to help ie parishioners clearing debris from drain grids and keeping byways and paths clear.

The subsidence in Green Lane is to be assessed by SCC. Council has been advised by SCC Highways regarding the landslips in The Hollow that it is the landowners who are responsible to do everything reasonably possible to minimise chances of an incident occurring and also to clear up. Clerk to write to the landowners to raise awareness of this.

**169. Parish Lengthsman Report;** a report was presented on tasks completed by the Lengthsman. Lots of drainage work has been done and Council now has a key for the silt trap by The Rookery. Council thanks to Cllr Weber for clearing the silt trap and his work with his JCB.

With current budget pressures it was agreed that the Council cannot sign up to continue in the Parish Lengthsman scheme until they have details and can make an informed decision.

**170. Play Area Report;** nothing to report.

**171. Rights of Way Report;** an electric fence across a RoW in fields at the end of Carters Lane has been reported and removed. There are problems with footpaths flooding. The Walking Group has cleared footpaths where possible.

**172. Items of Report;** i) The Croquet Club has requested to hold a BBQ on the Play Area on Sunday 28 April 2013. This was agreed subject to the event meeting general legal requirements. Clerk to put response in writing.

ii) Clerk and Cllr Murdoch to facilitate Chimes handover with the new editor and confirm deadlines.

**173. Next Meeting;** the dates for meetings in 2013 were agreed as 4th March, 8th April, 13th May, 3rd June, 1st July, no meeting in August, 2nd September, 7th October, 4th November & 2nd December. The next Council meeting will be on Monday 4th March.

There being no further business the Chairman closed the meeting at 9.40pm.

Signed ..... (Chair)    Date.....

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

## EAST CHINNOCK PARISH COUNCIL MARCH 2013 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 4<sup>th</sup> March 2013, starting at 7.30 pm 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 4 February 2013 (circulated to councillors)
4. Matters arising from the minutes; to agree where to plant the Waitrose tree.
5. District Councillor's report.
6. County Councillor's report; update on A30 traffic calming.
7. Planning applications; to note Council had no objections to 13/00206/FUL Mr Culver, Barrows Hill House for change of use of former farmyard to residential, with construction of tennis court & pavilion.
8. Planning decisions; 13/00078/FUL Mr Fry, The Rick Barton, High Street for alterations including raising of roof, single storey rear & garage extension & gable extension granted by SSDC.
9. Clerk's report and correspondence;
  - i) to consider a request from the Pre School to hold their Summer Fair on the Play Area on Sat 15 June.
  - ii) to decide whether to have a Parish Emergency Plan.
  - iii) SCC's review of recent flooding - to agree Council comments.
10. Finance; i) to receive an update re HMRC.
  - ii) to decide whether to adopt the SSDC Parish Ranger scheme.
11. Payments to approve; i) D C Langford (quarterly salary/expenses) & ii) HMRC PAYE  
iii) SALC affiliation fee 2013/14 £125.50.
12. Monies received; £20 donation for The Chimes received from Cott Farm & £36 from Mr Pallister.
13. To receive feedback on provision of activities for young people in the village and agree action.
14. Entertainments Committee report.
15. Community Speed Watch report.
16. Potholes and General Maintenance report.
17. Parish Lengthsman report.
18. Play area report; update on fence repairs.
19. Rights of Way report.
20. Items of report and to agree items and note copy deadlines for The Chimes.
21. To agree date of next meeting.

*Christine Langford*

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

**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 4 March 2013 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)  
3 Parishioners in attendance.

**Public Question Time;** i) a question was asked regarding the traffic calming. It was not envisaged that traffic would speed up at Bridge Farm as a result of the traffic calming measures. It was confirmed that SCC would consult with the village before finalising plans to ensure no access was blocked.

ii) The number of accidents around Barrows Hill was raised, especially in the past few weeks. Speed was seen as the problem and water/ice on the corner by the Hardington road entrance. A request was made to re-install the white linage to slow traffic down.

iii) Concern was raised at large and heavy vehicles using Westways that have caused damage to the edge of the road. It was noted that Council has reported this damage to SCC Highways.

Mrs Bakewell said that she would cover these issues in her report.

**174. Apologies for absence;** none.

**175. Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**176. 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 February meeting.

**177. Matters arising from the minutes;** it was proposed and agreed to plant the Waitrose tree on the small plot of Council land in Weston Street, opposite Barrows Court.

It was agreed to take the District Council report when Mr Pallister arrived.

**178. County Councillor's report;** it was noted that the East Chinnock traffic calming is at the end of SCC Highways list and that SCC will consult to ensure no access is blocked.

Mrs Bakewell said that the huge vehicles used in the sub station repairs are not accessing the site along Westways.

Barrows Hill; work is taking place on the drain that is causing water and ice at the Hardington road entry. Mrs Bakewell will ask for the linage to be reinstated at the Barrows Hill corner and at the blind entrance onto the A30 by the garage.

It was noted that the emergency road closure last Saturday was due to resurfacing of the A30 near the Haselbury Plucknett turning. Haselbury Plucknett has asked for an advisory 30mph speed limit for the bend and an Accident Blackspot warning.

**179. Planning applications;** it was noted that Council had no observations to 13/00206/FUL Barrows Hill House for change of use of farmyard to residential, with construction of tennis court & pavilion.

**180. Planning decisions;** it was noted that 13/00078/FUL The Rick Barton, High Street for alterations including raising of roof & extensions has been granted by SSDC.

**181. Clerk's report and correspondence;** i) Request for Allotments; Feoffees had discussed the use of their field near Cott Farm but thought there was not enough interest to make it viable and security would be an issue. A garden share scheme was suggested and it was noted that a local landowner had also offered to help. Clerk to liaise with the parishioner raising the request to determine interest in the parish.

ii) Council agreed to a request from the Pre School to hold their Summer Fair on the Play Area on Sat 15 June subject to the event meeting general legal requirements ie food hygiene and insurance.

iii) Parish Emergency Plan; Cllr Murdoch to look at SSDC template and report back.

iv) SCC Countywide Flooding Review; this is now a consultation. Clerk to feedback the need to ensure drains are clear to take the water away.

**182. Finance;**

i) it was agreed to appeal HMRC decision (copies on file). Clerk to write to David Laws MP.

**Draft**

ii) SSDC Parish Ranger Scheme; it was agreed to invite SSDC to walk the Parish with Cllrs Weber and Stephen. It was agreed to look at using the SSDC scheme for one day bi-monthly and to buy in extra time if required. Cllr Stephen to report back to Council. It was confirmed that the Parish Lengthsman Scheme is closing and Council will receive a share of the remaining fund, in the order of £500.

**183. Payments;** the following payments were presented and approved;

i) D C Langford (quarterly salary/expenses) £ 722.88    ii) HMRC PAYE £19.60

iii) SALC affiliation fee 2013/14 £125.50.

**184. Monies received;** it was noted that donations for The Chimes had been received from Cott Farm (£20) and Mr Pallister (£36).

**185. Provision of Activities for Young People in the Village;** all Councillors were asked to assist in consulting on what if anything is needed in the village. A second item will go in The Chimes. It was noted that youth from the village use the West Coker facilities. Clerk to look at the Quiet Lanes scheme and report back.

**186. District Councillor's report;** Mr Pallister arrived but had nothing to report.

**187. Entertainments Committee report;** the Barn Dance will be on 29 June in the Play Area. The Band is booked. Date to go in The Chimes.

**188. Community Speed Watch report;** it was reported that February saw 7.5hrs of CSW with 1.3% of logged vehicles recorded as speeding. It was noted that East Chinnock CSW has been in operation for 3 years.

**189. Potholes & General Maintenance Report;** the damaged road edge in Westways has been reported to SCC. It was noted that any potholes reported in the parish are likely to be repaired during the traffic calming works.

**190. Parish Lengthsman Report;** it was agreed that for the Lengthsmans final session he would plant the Waitrose tree and install the larger bin by the bus stop and remove the existing small bin for storage. The Scheme will close at a meeting on 19 March. Each Parish Council in the scheme is being asked for £25 for a presentation for the scheme co-ordinator. It was proposed and agreed that Council will give £25 but that the larger Councils in the scheme would be asked to give proportionally more.

**191. Play Area Report;** mowing will start at the end of March. It was agreed that the Clerk order the two replacement cradle seats. The Clerk has had 3 quotes and will order from G B Sport & Leisure. This expenditure was agreed in Minute 102 October 2012.

**192. Rights of Way Report;** Y10/42 just over parish boundary has been reported and the stile repaired. SCC contractors removed a large fallen tree on Y8/28 above the silt trap near Rookery. It was noted that this event has raised questions about land ownership and responsibility.

Health Walks; 13 people have expressed an interest and the first walk is tomorrow.

**193. Items of Report;** i) Feoffees school house is currently empty and the rent is being reduced to encourage a tenant.

ii) it was noted that the householder with the overhanging hedge on Fordhay is aware of his responsibilities and the difficulties created for pedestrians using the footpath.

iii) the copy deadlines for The Chimes have been circulated. It was agreed to submit the Chairman's piece explaining the Council budget, Cllr Mrs Carter to submit item on youth provision and Cllr Stephen to publicise the Barn Dance date.

**194. Next Meeting;** the next Council meeting will be on Monday 8th April, after the Annual Parish Meeting which will start at 7.30pm.

There being no further business the Chairman closed the meeting at 9.15pm.

Signed ..... (Chair)    Date.....

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**EAST CHINNOCK PARISH COUNCIL**  
**APRIL 2013 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 8<sup>th</sup> April 2013, starting after the Annual Parish Meeting in the Village Hall.**

**Public Question Time** ; this will be held during the Annual Parish Meeting.

**AGENDA**

1. Apologies for absence: Cllr Mrs Carter.
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 4 March 2013 (circulated to councillors)
4. Matters arising from the minutes; the need for a Parish Emergency Plan.
5. District Councillor's report.
6. County Councillor's report; update on A30 Highways issues.
7. Planning applications; none.
8. Planning decisions; Council had no objections to 13/00206/FUL Mr Culver, Barrows Hill House for change of use of former farmyard to residential and this has been granted by SSDC.
9. Clerk's report and correspondence.
10. Finance; i) to receive an update re HMRC.  
ii) to review and agree the Council's asset register.
11. Payments to approve; i) D C Langford (expenses) £14.00  
ii) East Chinnock Village Hall (PO rental) £97.50  
iii) G B Sport & Leisure (2 cradle seats) £166.80.
12. Monies received; £40 for The Chimes received from Mr Neil Cooke & West Country Cars, £20 received from Mrs Bakewell re redundant printer cartridges.
13. Entertainments Committee report.
14. Community Speed Watch report.
15. Potholes and General Maintenance report.
16. Update on Parish Lengthsman scheme closure and SSDC Parish Ranger scheme.
17. Play area report.
18. Rights of Way report.
19. To review the Clerk's annual salary increment (confidential item).
20. Items of report; to agree items for The Chimes and approve the advertising rates.
21. To agree date of next meeting.

*Christine Langford*

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

**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 8 April 2013 starting at 7.45pm in the Village Hall.

**Present;** Chairman Cllr M Slater  
Councillors Cllrs I Stephen, B Murdoch, A Sinclair, N Weber, & 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)  
2 Parishioners & Mr Cooper (SSDC) in attendance.

**195. Apologies for absence;** Mrs R Carter

**196. Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**197. 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 March meeting.  
It was agreed to take Item 5 next.

**198. District Councillor's report;** Mr Pallister has started mowing the play area. Cllr Weber to draw up the roster and put on the noticeboard. The SSDC Local Plan is going before the Inspector on 7 May. The application to demolish a workshop in Cott Lane has been refused by SSDC on economic grounds.

**199. Matters arising from the minutes;** i) Parish Emergency Plan; it was agreed that Cllr Murdoch and Cllr Slater produce a draft basic Plan for approval by Council.

ii) Mrs Janes has a quote for £19.95 per edition of The Chimes from SSDC. The current printer has charged £76 for a colour edition. It was proposed and agreed that Council changes to SSDC for printing and approves the advertising charges.

**200. County Councillor's report;** Highways are no longer prioritising some safety defects.

Mrs Bakewell is chasing a date for the traffic calming consultation before the implementation.

Further work to upgrade the drain by the Hardington road entry will take place when budgets allow.

The request for linage to be reinstated at the Barrows Hill corner and at the blind entrance by the garage has been passed to the Area Engineer.

The elections for the Coker Ward have been changed to 16 May due to the death of one candidate.

Mrs Bakewell was thanked for her work on Councils behalf.

In response to a query about the size and speed of farm vehicles Mrs Bakewell said that some Councils are in dialogue with farmers but lobbying at national level may be more effective. It was noted that CSW has reported tractor drivers on mobile phones. Highways do encourage landowners to clear mud from the roads.

**201. Parish Lengthsman/Parish Ranger Scheme;** SSDC officers have walked the Parish with Councillors and listed regular issues to be addressed. Council noted that this is a huge resource that can call on extra machinery and manpower as required. It was noted that any additional costs must be approved by Council beforehand and that extra time could be bought if required.

It was proposed that Council joins the Parish Ranger scheme with bi-monthly visits and that SSDC will remove the two layby bins and replace with one rat proof bin and a replacement bin in the play area.

Clerk to liaise with SSDC re raising twice yearly invoices for the bi-monthly visits @ £17 x 8 hours.

It was noted that SSDC would now be emptying a layby bin, play area bin, bus stop bin and two dog bins weekly.

Cllr Weber will continue to do the regular weekly play area inspections but the Rangers will alert Council to any issues they see when working in the area. It was noted that the Rangers could provide Annual Play Area inspections and Council agreed to review the current provider after the 2013 inspection.

**202. Planning applications;** none.

**203. Planning decisions;** it was noted that 13/00206/FUL Barrows Hill House change of use of farmyard to residential has been granted by SSDC.

**204. Clerk's report and correspondence;** i) Request for Allotments; it was noted that 7 parishioners have expressed an interest in an allotment. Clerk to ask local landowner if they have space available and Cllr Murdoch to ask Feoffees re the field by Cott Lane.

ii) Quiet Lanes - Clerk is still awaiting a definitive response from SCC.

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iii) It was agreed that it was up to regulars of the Portman Arms to follow up the CAMRA campaign to List Your Pub.

The following had also been circulated; NHS Somerset joint strategic needs assessment, South Somerset CAB public transport consultation, The Prince of Wales Award, Clerks & Councils Direct and Came & Co insurance newsletter.

### **205. Finance;**

- i) it was confirmed that any refund from the Lengthsman scheme will go back into the general account.
- ii) Council noted that Cllr Carter and the Clerk have submitted an appeal to HMRC and David Laws MP has also written to the HMRC CEO on our behalf. The HMRC response is awaited.
- iii) The Asset Register was approved with the addition of one planter and one seat.

### **206. Payments;** the following payments were presented and approved;

- i) D C Langford (expenses) £14.00
- ii) East Chinnock Village Hall (PO rental) £97.50
- and iii) G B Sport & Leisure (2 cradle seats) £166.80.
- iv) Perry Print (Chimes) £76.00, received after the agenda was circulated, was also approved.
- v) It was agreed that the annual leave entitlement payment to the Clerk re 2012/13 would be included in the June quarterly salary payment.

**207. Monies received;** it was noted that £40 has been received for adverts in The Chimes and £20 received for redundant Council printer cartridges.

**208. Entertainments Committee report;** nothing to report.

**209. Community Speed Watch report;** it was reported that there were only 6 sessions in March due to the cold weather with 1.4% of logged vehicles recorded as speeding. The SID is in situ this week.

**210. Potholes & General Maintenance Report;** Council noted the report that had previously been circulated and no decisions were required

Cllr Mrs Carter had further reported that there had been no contact from anyone about additional amenities for children/young people and so the conclusion must be that there is either no need, or at the least little enthusiasm, for anything more to be done for children or young people in the village.

**211. Play Area Report;** Cllr Weber has removed the old fence near the play equipment. The replacement cradle seats will be installed. Cllr Weber will tackle the moles that are back in action. Council noted that a new battery has been bought for the mower.

**212. Rights of Way Report;** The SCC Parish Paths Liaison Scheme report on any work carried out on Rights of Way has been completed. The new Health Walks are going well.

**213. Annual Review of Clerk's salary;** this was taken as a confidential item and the Clerk left the room. It was proposed and agreed that the Clerk progress to SCP 21 from April 2013.

**214. Items of Report;** i) the owl box is in situ in The Valley.

ii) Cllr Stephen is a candidate in the SCC elections.

iii) Cllrs Slater, Stephen and Mrs Carter will be attending the SSDC Local Plan hearing.

iv) It was noted that Council is still awaiting an update regarding Parish Plans. Clerk to ask SSDC.

**215. Next Meeting;** will be the Annual Parish Council Meeting on Monday 13th May.

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

Signed ..... (Chair) Date.....

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**EAST CHINNOCK PARISH COUNCIL**  
**ANNUAL PARISH COUNCIL MEETING AGENDA MAY 2013**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Annual Parish Council Meeting of the East Chinnock Parish Council that will take place on Monday 13th May 2013, 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. Election of Parish Council Chairman and signing of Acceptance of Office.
3. Election of Parish Council Vice Chairman.
4. Declarations of interest and to receive any written requests for DPI dispensations.
5. To sign as a correct record the minutes of the last meeting held on 8 April 2013.
6. Matters arising from the minutes; to receive a report on the Parish Emergency Plan.
7. District Councillor's report
8. County Council report - update on traffic calming.
9. Clerk's report and correspondence; to agree action on creating a Parish Plan.
10. Finance; i) to note the 2013/14 precept of £6500 has been received.  
ii) to approve Sections 1 and 2 of the Annual Return (as circulated).  
iii) to approve the financial summary and bank reconciliation for 2012/13 (as circulated).
11. Payments to approve;  
i) D C Langford May expenses £8.00  
ii) St Margaret's Hospice in Yeovil re Mr G Lucas Internal Auditor £50  
iii) Came & Co Insurance £378.31  
iv) Mr N Weber re mower battery & fuel £75.00  
v) Mr A Sinclair re CSW batteries £25.98.  
Payments received; Bridge Farm Cider £20 re Chimes ad.
12. Planning applications; 13/01720/FUL Mr & Mrs Greenslade, 4 Orchardleigh to demolish outbuildings & canopy and erect a single storey rear extension.
13. Planning decisions; 12/04801/OUT Foxcote, Broad Lane - SSSC has refused permission to demolish a workshop & build a house & garage.
14. Community Speed Watch i) report ii) to note that more volunteers are needed to keep an active CSW and iii) appointment of representative.
15. Parish Ranger report and appointment of representative.
16. Potholes & General Maintenance report and appointment of representative.
17. Play Area; i) to agree any action arising for the inspection reports ii) appointment of representative  
iii) to approve an independent play area inspector.
18. Rights of Way report and appointment of representative.
19. Entertainments Committee report and appointment of two representatives.
20. To appoint a Parish Council trustee for Feoffees.
21. Items of report; to note access to the new notice board in Orchardleigh.
22. To note meeting dates for the coming year; 3 June, 1 July, 2 Sept, 7 Oct, 4 Nov, 2 Dec 2013, 6 Jan, 3 Feb, 3 March, 7 April, 12 May 2014.

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

**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the Annual East Chinnock Parish Council Meeting held on Monday 13 May 2013 starting at 7.30pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, A Sinclair, N Weber, Mrs M Merchant & Mrs R Carter.  
I Stephen (for part of meeting)  
**Officer** Ms C Langford  
2 Parishioners

**Public Question Time;** concern was expressed regarding the traffic calming promised by SCC, with three years of CSW and nothing achieved. Cllr Mrs Carter informed Council that the current Local Plan Inspection was positive as regards traffic calming.

**1/13 Apologies for absence;** Mr R Pallister, Cllr I Stephen will be late. Council is quorate.

**2/13 Election of Parish Council Chairman;** Cllr Slater was nominated and elected as Chairman and signed the Acceptance of Office.

**3/13 Election of Parish Council Vice Chairman;** Cllr Mrs Merchant was nominated and elected as Vice Chairman.

**4/13 Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**5/13 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.

**6/13 Matters arising from the minutes;** i) Parish Emergency Plan; a draft Plan has been produced and will be circulated for approval at the June meeting.

ii) Cllr Mrs Carter asked for a review of the Clerks salary in October and this was agreed.

**7/13 District Councillor's report;** none.

**8/13 County Councillor's report;** no report as currently no SCC Councillor. Chairman to write thanking Mrs Bakewell for her work on Councils behalf.

Clerk to contact SCC for a date for the traffic calming to be installed including completion of white lining.

**9/13 Clerk's report and correspondence;** i) Parish Plan; Clerk to invite Zoe Harris from SSDC to give a short presentation at the June meeting on what is required to produce a Plan.

ii) Request for Allotments; Clerk to approach two further landowners. Cllr Murdoch to report to June meeting on request to use Feoffees land.

The following had also been circulated; Yeovil District Hospital newsletter, Western Power improving the network. Clerks & Councils Direct and Police & Crime Commissioners newsletters

**10/13 Finance;** i) the 2013/14 precept of £6500 has been received

ii) Sections 1 & 2 of the Annual Return (as circulated) were approved and signed.

iii) the financial summary and bank reconciliation for 2012/13 (as circulated) were approved.

iv) HMRC has withdrawn the penalty re PAYE reporting.

**11/13 Payments;** the following payments were presented and approved;

i) D C Langford (expenses) £8.00 ii) St Margaret's Hospice, Yeovil re Internal Audit £50

iii) Came & Co Insurance £378.31 iv) Mr N Weber re mower battery & fuel £75.00

v) Mr A Sinclair re CSW batteries £25.98.

vi) SSDC re Parish Ranger (1st of 2 annual payments) £489.60. SSDC to be reminded of the deadline for invoices.

**12/13 Monies received;** it was noted that £30 has been received for adverts in The Chimes.

**13/13 Planning applications;** 13/01720/FUL Mr & Mrs Greenslade, 4 Orchardleigh to demolish outbuildings and erect a single storey rear extension (circulated). Council had no objections.

**14/13 Planning decisions;** 12/04801/OUT Foxcote, Broad Lane - Council noted that SSDC has refused permission, on the grounds of employment potential, to demolish a workshop & build a house & garage.

**15/13 Community Speed Watch report;** 7000 vehicles in April sessions with 1.4% of logged vehicles recorded as speeding. A summary of SID figures over the past 3 years was presented showing 80% of traffic exceeds the 30mph, with 5% exceeding 50mph. This information strongly supports the case for traffic calming. Cllr Sinclair to put a summary in The Chimes with a request for more volunteers.

## Draft

Cllr Sinclair was re-elected as CSW rep.

It was agreed to return to Item 15 on Cllr Stephens arrival.

**16/13 Potholes & General Maintenance Report;** SCC Highways has identified and is repairing potholes across the Parish. Green Lane looks messy with 2 trees cut down but it was noted that the reduced access discourages illegal vehicular use. Cllr Mrs Carter was re-elected as Potholes rep.

**17/13 Play Area Report;** the replacement cradle seats have been installed and the moles discouraged. Cllr Stephen arrived. Cllr Weber was re-elected as Play Area rep.

Details of inspection companies had been circulated and it was agreed to use the Play Inspection Company.

**18/13 Parish Ranger Report;** grass cutting and litter clearing with bin emptying completed. Rangers to be asked to ensure visibility when exiting The Hollow.

Cllr Stephen was re-elected as Ranger rep and will chase up the Lengthsman refund.

**19/13 Rights of Way Report;** Cllr Weber to assess the drain at the entrance to The Airfield.

Cllr Murdoch re-elected as Rights of Way rep.

**20/13 Entertainments Committee Report;** the Barn Dance will be on Saturday 29 June at the Playing Field. Cllr Sinclair to put a second ad in the Chimes. The budget will be presented to the June meeting for approval.

Cllr Stephen agreed to stay on as Chairman for the Barn Dance and Cllr Mrs Merchant was elected as Chair after this. Cllr Sinclair agreed to stay on as Treasurer. Cllr Stephen was thanked for his work on this committee.

**21/13 Parish Council trustee for Feoffees;** Cllr Murdoch was re-elected as Council trustee.

**22/13 Items of Report;** i) a draft letter was approved requesting that the Inspector of the Local Plan visit East Chinnock re traffic issues.

ii) it was agreed that a draft letter to D Laws MP, to raise awareness of HMRC penalties and appeal process, be circulated for approval.

iii) the replacement notice board has been installed in Orchardleigh. A spare key will be cut. Cllr Slater to provide access to the board with Cllr Murdoch in reserve.

iv) the Scouts have asked Council for approval to do their Christmas Post service again this year. All in favour.

**23/13 Next Meeting;** dates for the coming year were noted. The next meeting will be on Monday 3rd June.

There being no further business the Chairman closed the meeting at 9.15pm.

Signed ..... (Chair) Date.....

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

## EAST CHINNOCK PARISH COUNCIL JUNE 2013 MEETING AGENDA

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of East Chinnock Parish Council that will take place on Monday 3rd June 2013, starting at 7.15pm in the Village Hall.**

The evening will start with a half hour presentation from Zoe Harris of SSDC on how to proceed with a Parish Plan, including time for questions.

**Please note there will be no Public Question Time this month due to time pressures.**

### 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 13 May 2013 (circulated to councillors).
4. Matters arising from the minutes.
5. District Councillor's report
6. County Council; to meet our new County Councillor Marcus Fysh and to receive his report.
7. Parish Plan; to approve decisions made during the presentation.
8. Planning applications and decisions; none.
9. Clerk's report and correspondence; would Council like to donate to a Peter Lacey memorial bench?
10. Finance
11. Payments to approve;
  - i) D C Langford (April-June salary & June expenses) £812.62
  - ii) HMRC £43.60
  - iii) East Chinnock Village Hall (2013-14 hall hire) £110.00
  - iv) SSDC (printing of Chimes) £19.95
  - iv) To note Cox & Son SO fee re payroll £18.00.
  - v) Somerset Playing Fields Association; do Council wish to renew their membership for 2013/14 (£10)
12. Payments received; £10 re Chimes advert.
13. To approve the draft Parish Emergency Plan (circulated).
14. Entertainments Committee report; to approve budget for the Barn Dance (circulated).
15. Community Speed Watch report.
16. Parish Ranger report.
17. Potholes & General Maintenance report.
18. Play Area report.
19. Rights of Way report.
20. Items of report
21. To agree date of next meeting date.

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



**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 3 June 2013 starting at 7.15pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, I Stephen & Mrs M Merchant  
Officer Ms C Langford  
County Councillor Mr Marcus Fysh  
4 Parishioners

Parish Plans presentation by Zoe Harris from SSDC; notes on file and circulated to all councillors. A Parish Plan is a statement on how the community wishes to develop and includes an Action Plan. There is consultation with the community to draw up a plan. The timescale is around 18 months and involves cost of venue hire and printing. The process is co-ordinated by a Steering Group that would include Parish Councillors but is not run by the Parish Council.

**24/13 Apologies for absence;** Mr R Pallister, Cllr A Sinclair, Cllr Mrs Carter and Cllr N Weber. Council is quorate.

**25/13 Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**26/13 Minutes of the last meeting;** the record of Public Question Time was amended and then the minutes, that had previously been circulated to all Councillors, were signed by the Chairman as a true record of the May meeting.

**27/13 Matters arising from the minutes;** i) Council now has spare keys for access to the new Orchardleigh notice board held by Cllrs Slater & Murdoch & Mrs Merchant.

ii) SCC has still not responded to our query on Quiet Lanes but as this could well be a Parish Plan project the Clerk will follow up then.

**28/13 District Councillor's report;** no report received.

**29/13 County Councillor's report;** the Chairman welcomed our new County Councillor Marcus Fysh. Mr Fysh reported that SCC has split their Scrutiny Committee to get more focus.

Traffic Calming; the proposed scheme of lines and islands had been emailed to the Clerk this afternoon by SCC. Copies were given to Councillors. It was noted that there will be a public consultation process. It is likely that the road will be subject to a road closure and so the works are realistically going to be done around September/October 2013. Concern was raised at access to Carters Lane from the east. Clerk to respond to SCC that the Parish Council is delighted that the scheme is now confirmed in the Highways schedule but the final design will have to be confirmed so that the islands do not interfere with property access.

**30/13 Parish Plan;** Clerk to circulate SSDC notes and put on July agenda for discussion on the way forward.

**31/13 Planning applications and decisions;** none.

**32/13 Clerk's report and correspondence;** i) Council decided that they would not donate to a Peter Lacey (SALC) memorial bench.

ii) Allotments; nine names have been received so far. One private landowner is looking at the possibility of hosting allotments and Feoffees will be discussing the request for allotments at their next meeting.

iii) South Somerset Together AGM; no-one is able to attend.

iv) a draft letter to D Laws MP, to raise awareness of HMRC penalties and appeal process had been circulated. The letter was approved.

**33/13 Finance;** i) it was noted that HMRC has still to refund £100 due.

ii) the Annual Return will be submitted this week as the inspection period has ended.

iii) Mrs Janes was congratulated on making The Chimes self-funding. As Editor Mrs Janes has brought in £126 sponsorship/ads whilst reducing the printing costs to £120/year.

**34/13 Payments;** the following payments were presented and approved;

i) D C Langford (salary & expenses) £812.62

ii) HMRC £43.60

iii) East Chinnock Village Hall (2013/14 hall hire) £110.00 iv) SSDC (printing of Chimes) £19.95

## Draft

v) Cox & Son SO (payroll) £18.00.

Somerset Playing Fields Association; it was agreed to renew membership of £10.00 for 2013/14.  
Barn Dance; it was agreed to provide an £80.00 float for this event.

**35/13 Monies received;** it was noted that £10 has been received for adverts in The Chimes.

**36/13 Parish Emergency Plan;** a draft plan had been circulated. The plan was approved with the addition of contact details for the 24/7 Yeovil Medical Centre.

**37/13 Entertainments Committee Report;** the Barn Dance will be on Saturday 29 June at the Playing Field. An expenditure budget had been circulated. Council was informed that income would be ~ £1000 with £925 expenditure. Cllr Stephen said drinks prices would be reviewed to ensure the event did not make a loss.

**38/13 Community Speed Watch report;** there has been no response to the request in The Chimes for more volunteers.

**39/13 Parish Ranger Report;** the ranger has strimmed around the play area, and the entrance to The Hollow and other areas to maintain visibility. Cllr Stephen to monitor the time Council is receiving from this scheme.

**40/13 Potholes & General Maintenance Report;** still waiting for a date from SCC Highways to address the subsidence in Green Lane.

**41/13 Play Area Report;** the Clerk reported that it appears that charging for accompanied inspections is now common practice and so she has booked the Play Inspection Company for the Annual Inspection & Risk Assessment so that this is in place before the heavier use of the play area in the school holidays and fine weather.

**42/13 Rights of Way Report;** i) the steps at the entrance to the Airfield have been reported to SCC.

ii) Cllr Stephen to speak with householder who appears to be dumping hedge trimmings in a bye way ditch.

iii) the Clerk has reported rubbish left under the seat on Conygar to the landowner. It was noted that this is not a public Right of Way and the landowner kindly allows people to use the view point.

**43/13 Items of Report;** Clerk to request updated electoral roll.

**44/13 Next Meeting;** the next meeting will be on Monday 1st July.

There being no further business the Chairman closed the meeting at 8.45pm.

Signed ..... (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL**  
**JULY 2013 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of East Chinnock Parish Council that will take place on Monday 1st July 2013, 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 June 2013 (circulated to councillors).
4. Matters arising from the minutes; Allotments - agree action to take this forward now one landowner has expressed an interest.
5. District Council report
6. County Council report.
7. Parish Plan; to agree if Council wants to create a Parish Plan and if so how to take this forward.
8. To note planning applications and decisions; 13/01720/FUL Mr & Mrs Greenslade, 4 Orchardleigh to demolish outbuildings & erect a rear extension has been granted by SSDC.
9. Clerk's report and correspondence.
10. Finance; to note HMRC refund received.
11. Payments to approve;
  - i) D C Langford (expenses) £15.68.
  - ii) East Chinnock Village Hall (July - Sept PO Rental) £97.50
  - iii) Society of Local Council Clerks 2013 share of membership £38.10.
12. Entertainments Committee report.
13. Community Speed Watch report.
14. Parish Ranger report.
15. Potholes & General Maintenance report.
16. Play Area report.
17. Rights of Way report.
18. Items of report
19. To agree date of next meeting date.

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

**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 1 July 2013 starting at 7.30pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, A Sinclair, N Weber, Mrs R Carter & Mrs M Merchant  
Officer Ms C Langford  
District Councillor Mr R Pallister (part of meeting)

There were no public questions.

**45/13 Apologies for absence;** Cllr I Stephen, Mr M Fysh.

**46/13 Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**47/13 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.

**48/13 Matters arising from the minutes;** i) a local landowner has kindly agreed to look into having allotments on his land. It was agreed that the Clerk organise a meeting with Messrs A & D Harris, Cllr Sinclair, Mr A Lowes (who has offered to help manage the allotments) and the Incredible Edible Somerset allotments adviser to look into agreements, grants for fencing etc.

It was noted that Feoffees states they do not have any suitable land for allotments.

ii) SCC proposed traffic calming scheme; it was noted that householders living along the A30 have received a letter and plan from SCC. SCC has stated that the islands are set a considerable distance away from the Carters Lane junction and therefore will not affect turning movements into and out of the junction from either direction.

**49/13 District Councillor's report;** to be covered when Mr Pallister arrives.

**50/13 County Councillor's report;** none.

**51/13 Parish Plan;** it was agreed that a Parish Plan is required for the village. It was agreed that an example questionnaire be circulated to all Councillors with a view to modifying this to suit East Chinnock. The questionnaire will be discussed at the September meeting. The finalised questionnaire will be inserted in The Chimes with an invitation to an Open Consultation Event. A Steering Group will be required and it was recognised that there will be a need to target members of this to get a representative spread across the community. It was agreed that the final plan would include what is available as well as future aspirations so that it can be used by newcomers to the village.

**52/13 Planning applications and decisions;** it was noted that 13/01720/FUL 4 Orchardleigh to demolish outbuildings & erect a rear extension has been granted by SSDC.

**53/13 Clerk's report and correspondence;**

i) Thank you letter received from St Margaret's Hospice re £50 internal audit fee.

ii) SALC Area South meeting on 8 July no-one able to attend.

iii) David Laws MP Village Advice Centre will be at the Village Hall on Tuesday 30 July at ~1.00pm. Clerk to invite Mr Laws to a coffee morning as it was felt he would get more response.

iv) Avon & Somerset Neighbourhood Policing Awards for PCSOs etc and PCC Pride Awards for Outstanding People; there were no nominations.

v) Parish Emergency Plan; it was agreed that Cllr Sinclair be the third Councillor on the Emergency Management Team. Clerk to circulate the finalised plan.

**54/13 Finance;** it was noted that HMRC has refunded the penalty with 8p interest ie £100.08.

**55/13 Payments;** the following payments were presented and approved;

i) D C Langford (expenses) £15.68 ii) East Chinnock Village Hall (July - Sept PO Rental) £97.50

iii) Society of Local Council Clerks share of 2013/14 membership fee £42.53

It was agreed to pay Mr A Sinclair £223.00 re meat invoice for the Barn Dance.

**56/13 Entertainments Committee Report;** it was a perfect evening for the Barn Dance and enjoyed by all but unfortunately only ~60 adults attended. Meat and drink will be used at Bonfire Night making a loss in real terms of around £100. Final figure to be reported to September meeting. Cllr Sinclair and the team were thanked for all their hard work in putting on the event. The Ents Committee will report back to the September meeting after their Barn Dance wash-up meeting.

**Draft**

**57/13 Community Speed Watch report;** only 7 sessions have been held partly due to weather but also due to small number in the CSW team. Still reporting 1.2% speeding which is the village average (higher than Somerset average).

**58/13 Parish Ranger Report;** Clerk to report to Cllr Stephen that;

- a timetable was promised regarding the tasks undertaken.
- the bus shelter needs sweeping out and the footpath weeded along the wall in front of the village hall and Hyde Park.
- the play area bin does not appear to be on the bin emptying schedule and has therefore been emptied by residents and one of the bins in the lay-by has still to be decommissioned.
- the Lengthsman scheme refund is still outstanding.

**59/13 Potholes & General Maintenance Report;** Cllr Mrs Carter to follow up the overgrown hedge in College with the landowner. Also the pothole on the southern side of the A30 above the Church to be reported to SCC - it was noted that this area is subject to subsidence.

**60/13 District Councillor's report;** was taken as Mr Pallister had arrived. The Government has announced another 10% cut in Local Authority funding and this is in addition to the New Homes Bonus being redirected from Local Authorities in Somerset to the Devon & Somerset Local Economic Partnership. It was noted that SSDC can survive these two further cuts, unlike some of the other Districts in Somerset.

It was noted that the Police are also coping with cuts and that the PCC is committed to keeping a visible police presence.

**61/13 Play Area Report;** Cllr Weber to spray the Play Area central fence.

**62/13 Rights of Way Report;** Cllr Murdoch has maintained access over stiles by extensive pruning. It was noted that the Health Walks are proving to be a success but a Leader is required for this new scheme (or a 'job share!').

**63/13 Items of Report;** Clerk to contact PCSOs re cars parked along pavements, and therefore forcing pedestrians onto the A30, particularly between The Gables and The Hollow. Complaints have been received about the large A-board on the pavement outside the Portman Arms - Clerk to ask SSDC for advice.

The Council was sad to hear that Lou Pickersgill has died. Until recently Lou was the Parish tree warden. The Chairman has sent a letter of condolence.

**64/13 Next Meeting;** the next meeting will be on Monday 2nd September.

There being no further business the Chairman closed the meeting at 9.00pm.

Signed ..... (Chair) Date.....

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

## **EAST CHINNOCK PARISH COUNCIL** **SEPTEMBER 2013 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of East Chinnock Parish Council that will take place on Monday 2nd September 2013, 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 July 2013 (circulated to councillors).
4. Matters arising from the minutes; i) Allotments ii) Traffic calming iii) Parking on pavements.
5. District Council report
6. County Council report.
7. Parish Plan; questionnaire update.
8. To note planning applications and decisions; to agree favoured proposal for East Chinnock Farmhouse.
9. Clerk's report and correspondence; i) to agree any nomination for SCC Chairman's Award for Service to the Community  
ii) agree Emergency Plan wording for the website.
10. Finance; i) to note Grant Thornton has completed the external audit and found no matters for concern.  
ii) to note Lengthsman scheme refund received £669.03.  
iii) to note VAT refund received £284.62
11. Payments to approve;  
i) D C Langford (salary/expenses) £628.54 & note Cox & Co (payroll) DD £18.  
ii) Greenslade Taylor Hunt (play area rent) £20.  
iii) The Play Inspection Co Ltd £71.94  
iv) SALC re two Good Councillors Guides £5.63  
v) EC Village Hall re table hire for Barn Dance £25.00  
vi) to note SSDC (Chimes printing) £19.95 has been paid.
12. Entertainments Committee report.
13. Community Speed Watch report.
14. Parish Ranger report.
15. Potholes & General Maintenance report.
16. Play Area report; to consider the annual inspection report and any actions required.
17. Rights of Way report.
18. Items of report
19. To agree date of next meeting date.

*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 Monday 2 September 2013 starting at 7.30pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, A Sinclair, N Weber, I Stephen, Mrs R Carter & Mrs M Merchant  
Officer Ms C Langford  
District Councillor Mr R Pallister (part of meeting)  
4 Parishioners present.

**Public Question Time:** i) over large delivery vehicles are blocking Forge Lane and damaging property. Bradford's was mentioned specifically. Clerk to write to Bradfords requesting appropriate sized vehicles and contact SCC Highways for advice (Garry Warren). It was recognised that this is a problem elsewhere in the village. It was agreed to put a mention in The Chimes asking householders to show consideration and request appropriately sized delivery vehicles as lanes are being blocked and properties damaged.

ii) There was concern regarding Himalayan Balsam in the ditch along Westways. It was noted that this plant is not notifiable but Cllr Mrs Carter to contact SCC for advice.

**65/13 Apologies for absence;** Mr M Fysh (SCC).

**66/13 Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**67/13 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.

**68/13 Matters arising from the minutes;** i) Allotments; a small group met with the National Allotments advisor and have a draft lease. A meeting will be arranged in September for those interested and to set up a Constituted Association. Work will be required to get the site set up and there are grants available. ii) Traffic Calming; after feedback SCC is investigating additional measures so the start is delayed but hope to have a scheme which the community feel they have been involved in developing. SCC plans to avoid road closure and deliver in October/November subject to Contractors. Clerk to request sight of final plan to sign off at the October Council meeting.

iii) The PCSOs promised to give attention to vehicles blocking pavements along the A30. The situation appears to have improved between The Gables and The Hollow entrance.

**69/13 District Councillor's report;** there is increased lobbying of Central Government by Local Authorities to avoid exclusion in decision making. Local Authorities in Somerset are looking at more cost effective ways of working ie SCC basing officers in District Council offices, West Somerset shares a CEO with Taunton Deane and SSDC is looking at working more closely with Mendip DC.

**70/13 County Councillor's report;** Clerk read emailed report. Mr Fysch offered to help if required in the delivery of the traffic calming process. It was noted that there are serious concerns in Social Services provision across the County. SCC is prioritising action and has secured £4m extra funding. The Western Corridor traffic improvement scheme in Yeovil has been supported by SCC in funding bids. It was agreed to take Item 8 next.

**71/13 Planning applications;** four development options had been received for East Chinnock Farmhouse and circulated. The courtyard proposal was approved unanimously as this gives an opportunity for smaller units which are needed in the village. It was noted that the development would have to include parking provision.

**72/13 Parish Plan;** a draft questionnaire had been circulated. It was noted that the existing level of use of services and facilities is needed and also a question on special needs provision. Cllrs to amend their copies and return to Cllr Weber by the end of the week.

**73/13 Clerk's report and correspondence;** The Council was sad to hear that Mr John Halford, Clerk to this Council for some 8 years has died. Cllrs Stephen and Murdoch represented the Parish Council at his funeral last week.

a) SCC Chairman's Award for Service to the Community; there were no nominations.

b) Parish Emergency Plan; an introductory statement was approved for the village website;

c) SALC AGM on 28<sup>th</sup> September - no-one able to attend. It was noted that Justin Robinson has been appointed as County Executive Officer.

d) Invitation to a meeting with the PCC at Stoke sub Hamdon to improve communication between the Police and Parish Councils. Cllr Stephen to attend.

The following had been circulated; HMRC response re 'reasonable excuse' when appealing penalty notices, SCC new charging structure for Highway Licenses, Rural Youth Project report, Clerks & Councils Direct newsletter, The Dreamscheme - for youngsters aged 8-16 with free set-up training.

**74/13 Finance;** i) it was noted that Grant Thornton has completed the external audit and found no matters for concern. The Clerk was congratulated. There is no charge this year.

ii) it was noted that the Lengthsman refund £669.03 and VAT refund £284.62 have been received.

**75/13 Payments;** the following payments were presented and approved;

i) D C Langford (salary/expenses) £628.54 & noted Cox & Co (payroll) DD £18.

ii) Greenslade Taylor Hunt (play area rent) £20      iii) The Play Inspection Co Ltd £71.94

iv) SALC (Good Councillors Guides) £5.63

v) Village Hall re Barn Dance table hire £25.00

vi) Cllr Weber £52.51 and Mr P O'Donnell £24.07 re mower fuel.

It was noted that SSDC had been paid £19.95 for The Chimes printing and this was approved.

It was proposed and agreed that the Clerk action payments of a contractual nature, such as The Chimes, when invoices do not arrive in line with Council meetings.

**76/13 Entertainments Committee Report;** the Barn Dance made a loss of £335 offset by leftover stock being used for the Bonfire Event. The turn out was poor and the Committee decided it was time for a change eg BBQ &/or Scavenger Hunt with tickets sold in advance to get commitment.

The Bonfire Event will be held on Tuesday 5th November with the budget presented to the October Council meeting.

**77/13 Community Speed Watch report;** recorded speeders were higher in July at 2.8%. CSW does target peak times ie rush hour, school runs. Cllr Sinclair summarised SIDs results from recent years and this will be used to gauge the effect of the traffic calming.

**78/13 Parish Ranger Report;** the Ranger has strimmed around the village. SCC has cut Westways and The Hollow. SSDC are emptying the bus stop, play area and A30 bins and have installed a new bin in the play area and removed the old one. The Ranger work schedule will be reviewed with SSDC after 12 months. Cllr Stephen to ask the householder on Fordhay to cut his hedge back to the wall line.

**79/13 Potholes & General Maintenance Report;** Cllr Weber to address the blocked drain on Westways and assess the subsidence along the brook.

Cllr Mrs Carter to report the blocked drain by the bus stop and Church and the loose grid in The Hollow. SCC has cleared out the sumps in The Hollow but the tree stumps are staying.

Council expressed appreciation of the hedge trimming in College by the landowner.

**80/13 Play Area Report;** the annual inspection report has raised several low risk issues and Cllr Weber will monitor these and report back to Council as required. Clerk to book PI Co Ltd for May/June 2014.

**81/3 Rights of Way Report;** faults reported to SCC were cropping on Y8/21 (Cod Lane to A30) but this has now been harvested and barn obstruction on Y8/23 behind Catherston but no action required as landowner seems happy that people walk around the barn.

There are two volunteer leaders for the Health Walks so these will continue.

**82/13 Items of Report;** i) There have been reports that the PO service has been unreliable. Cllr Murdoch to have a word with the provider.

ii) WWI Centenary 2014 - Cllr Stephen to liaise with the PCC re having the clock surveyed. There is funding for both the survey (Memorials Trust ) and any potential work (DCLG).

iii) Council was pleased to hear that Mrs Cathy Bakewell has been appointed to the House of Lords. Clerk to send Councils congratulations.

iv) Hedge trimmings have been left in the ditch on Cod Lane. Cllr Weber to speak with the landowner.

**83/13 Next Meeting;** the next meeting will be on Monday 7th October.

There being no further business the Chairman closed the meeting at 9.25pm.

Signed ..... (Chair)      Date.....

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



## **EAST CHINNOCK PARISH COUNCIL** **OCTOBER 2013 MEETING AGENDA**

The Parish Council Meeting of East Chinnock Parish Council will take place on Monday 7th October 2013, 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; Cllr Mrs M Merchant.
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 2 September 2013 (circulated to councillors).
4. Matters arising from the minutes; to approve SCC traffic calming scheme.
5. District Council report
6. County Council report.
7. Parish Plan; update on questionnaire.
8. To note planning applications and decisions; there are none.
9. Clerk's report and correspondence; i) to note letter from resident in Carters Lane (circulated) ii) Somerset Community Justice Panel; request for donation 2014/15.
10. Finance; i) to note 1/2 year financial statement (circulated with draft Financial Regulations). ii) to discuss draft budget (paper circulated by Cllr Mrs Carter).
11. Payments to approve;
  - i) D C Langford (expenses) £17.25
  - ii) Greenslade Taylor Hunt (play area rent 2 of 2) £30.
  - iii) EC Village Hall (PO Outreach rent Oct-Dec) £97.50
  - iv) SSDC Parish Ranger (2 of 2) £489.60Payments received: £20 re The Chimes advert.
12. Entertainments Committee report; to approve Bonfire event budget (to be circulated).
13. Community Speed Watch report.
14. Parish Ranger report.
15. Potholes & General Maintenance report.
16. Play Area report.
17. Rights of Way report.
18. Items of report
19. To agree date of next meeting date.

*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 Monday 7 October 2013 starting at 7.30pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, A Sinclair, I Stephen, Mrs R Carter  
Officer Ms C Langford  
District Councillor Mr R Pallister (part of meeting)  
County Councillor Mr M Fysh (part of meeting)  
1 Parishioner present.

**Public Question Time:** i) there was a request for an "Access required - no parking in front of gate" sign for the play area entrance. Clerk to ask Mr Coe.  
ii) There was a complaint about the two large bins being removed from the A30 layby and replaced with a very small bin. It was clarified that SSDC removed the bins because of rats and are emptying the new bin 3 times/week. Mr Pallister to liaise with SSDC to get a larger rat-proof bin installed.  
iii) It was noted that a resident has asked Wessex Water to clear their ditches in the village. Clerk to send a letter from the Council supporting this request.

**84/13 Apologies for absence;** Cllr N Weber & Cllr Mrs M Merchant

**85/13 Declarations of Interest and to receive any written requests for DPI dispensations;** Cllr Sinclair in Item 10 re Clerks salary.

**86/13 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.

**87/13 Matters arising from the minutes;** i) Traffic Calming; Council viewed the final scheme (that had been circulated) and it was approved. Clerk to inform SCC.

ii) Allotments; there is a meeting this week for interested residents.

iii) The Post Office Outreach noted concerns over cancelled sessions and now have two village contacts to inform should a session have to be cancelled.

iv) The PCC would like the Memorial Clock servicing. Cllr Stephen to investigate costs and grants available.

**88/13 District Councillor's report;** a Government backed scheme Yeovil for Families has been launched, with joined up agency working with challenging families. There is a need for more mentors to assist with initial engagements; anyone interested to contact Mr Pallister.

SSDC is working on enabling older people to downsize their home in their own community.

Mr Pallister raised the issue of winter power outages and asked Council to consider how they could assist vulnerable villagers.

**89/13 County Councillor's report;** SCC is consulting communities on prioritising services given their reduced budget. Mr Fysh offered to help with a community consultation event if required.

**90/13 Parish Plan;** Council thanked Cllr Weber for his work on producing a draft questionnaire that had been circulated. Clerk to feedback some small amendments. It was agreed that the questionnaire would be delivered with the January Chimes, with 10 days to complete then collected by Councillors.

**91/13 Planning applications and decisions;** none.

**92/13 Clerk's report and correspondence;** i) A letter had been received from a resident regarding speeding farm traffic and mud left on the road in Carters Lane. Council agreed that it is a problem in our lanes but that there is nothing the Council can do.

ii) SCC Local Choices event at Huish Episcopi on 6 Nov; Cllr Mrs Carter and Cllr Stephen to attend.

iii) Somerset Community Justice Panel; request for donation refused.

The following had been circulated; CCS Community Buildings event, South Somerset Together event, South Somerset CAB AGM, SALC AGM & training, Gold Star Awards, Clerks & Councils Direct.

The Clerk requested a donation towards a software update. It was proposed and agreed to pay up to £50 towards Office 2010.

**93/13 Finance;** i) the 1/2 year financial statement was presented (circulated with draft Financial Regulations). There were savings on several items. It was agreed to put the Financial Regulations on a future agenda for approval.

ii) Draft budget (paper circulated by Cllr Mrs Carter); it was noted that the precept would be set at the January Council meeting. It was agreed that the budget would need to include Parish Plan costs and any significant increase in Parish Ranger duties after the annual review. It was agreed to put a review of Clerks salary on the November agenda.

**94/13 Payments;** the following payments were presented and approved;

- i) D C Langford (expenses) £17.25,
- ii) Greenslade Taylor Hunt (play area rent) £30.
- iii) EC Village Hall (PO Outreach rent) £97.50,
- iv) SSDC Parish Ranger £489.60

Payments received £20 for Chimes advert noted.

**95/13 Entertainments Committee Report;** The Bonfire Event budget (that had been circulated) was presented. It was proposed that the budget and the request for £750 for the fireworks be approved. This was agreed with majority in favour.

**96/13 Community Speed Watch report;** the team has done 400 sessions. There is a new volunteer. Sessions have been suspended whilst the laser gun is repaired. In August/September there was 18 hours of CSW with 190 speeders recorded being 1.4% of passing traffic.

**97/13 Parish Ranger Report;** jobs were put forward; viewpoint plaque repair, clear drain grids around village and Westways storm drain, strim College footpath, repair stile in play area and clear ditch and clear A30 layby of litter. It was proposed and agreed to ask for an extra day in November.

Council was updated on the overgrown hedge at top end of Fordhay.

**98/13 Potholes & General Maintenance Report;** a report had been circulated. Gully clearing has been reported to SCC for The Hollow and A30. SCC will clear Himalayan Balsam along Westways brook next June, if funds allow, otherwise Cllr Mrs Carter will organise a village working party.

Cllr Mrs Carter to contact owner to trim back hedge on the A30 so that the Police Speed Van can get in the layby.

**99/13 Play Area Report;** none.

**100/3 Rights of Way Report;** broken footpath furniture has been reported to SCC. The Village Walks have been going for 10 years.

**101/13 Items of Report;** it was noted that the A30 in West Coker will be closed for 10 days in October and this will have repercussions on the level of traffic in The Hollow.

**102/13 Next Meeting;** the next meeting will be on Monday 4th November.

There being no further business the Chairman closed the meeting at 10.15pm.

Signed ..... (Chair) Date.....

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

## **EAST CHINNOCK PARISH COUNCIL** **NOVEMBER 2013 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

**You are required to attend the Parish Council Meeting of East Chinnock Parish Council that will take place on Monday 4th November 2013, 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 7 October 2013 (circulated to Councillors).
4. Matters arising from the minutes; i) to submit issues for PCC session that Cllr Stephens is attending. ii) to receive an update on setting up the allotments.
5. District Council report
6. County Council report.
7. Parish Plan; to approve the questionnaire (circulated) and agree a printing budget.
8. Planning applications (circulated);  
i) to note 13/04043/FUL 12 Fordhay Terrace for erection of 2 storey extension & alterations to vehicular access is approved by Councillors.  
ii) to agree Council decision re 13/04064/FUL Rick Barton, High Street revised & retrospective re alterations with additional window.  
iii) to note update on East Chinnock Farmhouse proposals.
9. Clerk's report and correspondence; request from Yeovil Division Guide HQ for a grant towards refurbishment.
10. Finance; i) to agree a working Finance group to prepare a 2014/15 budget to present to the December meeting and ii) to recommend draft Financial Regulations.
11. Payments to approve; i) D C Langford (expenses) £8.00  
ii) St Mary's PCC £400 (contribution to churchyard maintenance).  
iii) to note Feoffees is paying the annual premises licence fee direct to SSDC.
12. Entertainments Committee report.
13. Community Speed Watch report.
14. Parish Ranger report.
15. Potholes & General Maintenance report.
16. Play Area report; i) to agree budget for the no parking sign and ii) update on fly tipping.
17. Rights of Way report.
18. Review of Clerks salary (papers circulated by Cllr Mrs Carter & Clerk); this is a confidential item.
19. Items of report
20. To agree date of next meeting date.

*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 Monday 4 November 2013 starting at 7.30pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, A Sinclair, I Stephen, N Weber, Mrs R Carter & Mrs M Merchant  
Officer Ms C Langford  
District Councillor Mr R Pallister (part of meeting)  
1 Parishioner present.

**Public Question Time:** no questions.

**103/13 Apologies for absence;** none.

**104/13 Declarations of Interest and to receive any written requests for DPI dispensations;** Cllr Sinclair in Items 8ii & 18 and Cllr Weber in Item 8iii.

**105/13 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.

**106/13 Matters arising from the minutes;** i) it was agreed to raise the issues of support for the CSW team and speeding farm traffic on narrow lanes to the PCC meeting in Stoke sub Hamdon.

ii) Council received an update on the allotments; formal approval by the landowner of the contract and agreed rent are required. There will be some start-up costs; work is needed to get the site ready and fencing and water troughs are required. Clerk to contact Mr Fysh and Mr Lowes re support from the Health & Well Being fund

Mr Pallister will be late and it was agreed to take the District Council report when he arrives.

**107/13 County Councillor's report;** none received.

**108/13 Parish Plan;** the questionnaire was approved. Cllr Weber agreed to produce 250 copies (7 pages). A printing budget of up to £100 was proposed and agreed. Cllr Weber was thanked and Council noted that help would be required to collate the copies. The questionnaire will go to The Chimes distributors for the 15 January 2014 with Cllrs collecting the completed questionnaires 31 January 2014.

**109/13 Planning applications and decisions;** i) Council approved 13/04043/FUL 12 Fordhay Terrace erection of 2 storey extension & alterations to vehicular access.

ii) 13/04064/FUL Rick Barton, High Street revised & retrospective re alterations with additional window; Council noted that neighbours had raised an objection regarding loss of privacy. Clerk to seek clarification from SSDC as retrospective Building Regs had over ridden the initial planning approval.

iii) Council was disappointed that the smaller units option for East Chinnock Farmhouse development was not viable due to shortage of parking space.

**110/13 Clerk's report and correspondence;** Council refused the request from Yeovil Division Guide HQ for a grant towards refurbishment.

**111/13 Finance;** it was agreed to hold a Finance meeting on 25 November at 12.30 (kindly hosted by Cllr Mrs Merchant) to prepare a 2014/15 budget and to recommend Financial Regulations to be approved by Council. It was agreed to review the Standing Orders in February 2014.

**112/13 Payments;** the following payments were presented and approved;

i) D C Langford (expenses) £8.00 ii) St Mary's PCC £400 (contribution to churchyard maintenance). and iii) Mr A Gliddon £47.00 re collecting fireworks and Mr A Sinclair £892.95 for the fireworks (approved at October meeting, VAT will be refunded).

iv) it was noted that Feoffees will now pay the annual premises licence fee direct to SSDC.

Mr Pallister arrived.

**113/13 District Councillor's report;** SSDC budget is looking at cuts but at a lower level than in the past couple of years. The Local Plan is going out to consultation regarding the proposal for Ilminster and also the proposal to split the requirement for 1500 new houses (as determined by the Inspector) at East Coker and Mudford. The enquiry will resume and hopefully conclude in March 2014.

The Clerk reported concern from residents regarding the land at the end of Carters Lane that has recently changed hands; Mr Pallister stated that National Planning Policy Guidelines re East Chinnock is for infill and not large scale development.

the

With regard to Item 8 Planning for Rick Barton Mr Pallister said that the additional window is now within permitted development so Council noted that there was no point in approving or not approving the application.

**114/13 Entertainments Committee Report;** the Bonfire Event is organised and we hope for a dry evening.

**115/13 Community Speed Watch report;** during October 1.1% of passing traffic was recorded as speeding, still well above the County average.

**116/13 Parish Ranger Report;** a report was received on the tasks undertaken in the initial 6 months of the Ranger scheme. The Ranger will address the grips and grids in the extra session booked for 19 November. Cllr Weber and the Ranger will repair the play area fence and remove the unofficial stile.

**117/13 Potholes & General Maintenance Report;** a report had been circulated. Various additional drainage issues will be addressed by the responsible landowners and SCC. Cllr Mrs Carter to make enquiries re a dropped kerb to give access to the Church.

**118/13 Play Area Report;** Cllr Weber will repair a crack in the tiles under the slide and the twisted cradle seat swing chain. Cllr Weber to get a No Parking sign, as Mr Coe had declined the request to make one. Clerk reported that the Pre School will keep a watchful eye to help discover who is fly tipping next to the play area bin.

**119/3 Rights of Way Report;** Cllr Mudoch is attending the SCC Parish Paths Liaison meeting this week. It was agreed to take Item 18 last.

**120/13 Items of Report;** Council thanked Cllr Mrs Merchant for taking care of the flower troughs.

**121/13 Next Meeting;** the next meeting will be on Monday 2nd December.

The Clerk and Cllr Sinclair left the meeting.

**122/13 Review of Clerks salary;** this is a confidential item (papers circulated and on file). It was proposed that the Clerk's salary be increased to SCP 23. An amendment was proposed that this be backdated to April 2013. It was agreed to increase the salary to SCP 23 backdated to April 2013. It was proposed that there should be an Annual Appraisal Development Review prior to April and this was agreed.

There being no further business the Chairman closed the meeting at 10pm.

Signed ..... (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL**  
**DECEMBER 2013 MEETING AGENDA**

**The Parish Council Meeting of East Chinnock Parish Council will take place on  
Monday 2nd December 2013, 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 4 November 2013 (circulated to Councillors).
4. Matters arising from the minutes; i) Health & Well Being Fund application re allotments and ii) WWI Centenary commemoration.
5. District Council report.
6. County Council report.
7. Planning applications (circulated); to note 13/04043/FUL 12 Fordhay Terrace for erection of extension & vehicular access is approved by SSDC.
8. Clerk's report and correspondence; would Council like to support the War Memorials Trust by becoming members (cost £20)?
9. Finance; to approve the draft 2014/15 budget (circulated) that will be finalised at the January meeting.
10. Payments to approve; i) D C Langford (salary/expenses) £709.63 & HMRC £10.60 & to note Cox & Co (payroll) DD £18.  
ii) East Chinnock Village Hall (tables for Bonfire Event) £10  
iii) Mr A Gliddon (marquee lighting) £37.68  
iv) SSDC (printing The Chimes) £19.79
11. Entertainments Committee report.
12. Community Speed Watch report.
13. Parish Ranger report.
14. Potholes & General Maintenance report; to note 10 bags of salt collected for Parish use.
15. Play Area report.
16. Rights of Way report.
17. Items of report
18. To agree date of next meeting and approve 2014 dates (circulated).

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

**Draft**  
**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 2 December 2013 starting at 7.30pm in the Village Hall.

**Present;** Cllr M Slater  
Councillors B Murdoch, A Sinclair, I Stephen & Mrs M Merchant  
Officer Ms C Langford  
District Councillor Mr R Pallister (part of meeting)  
No Parishioners present.

**Public Question Time:** no questions.

**123/13 Apologies for absence;** Cllr N Weber & Cllr Mrs R Carter & Mr M Fysh (SCC).

**124/13 Declarations of Interest and to receive any written requests for DPI dispensations;** none.

**125/13 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.

**126/13 Matters arising from the minutes;** i) The Clerk has spoken to Mr Fysh re a bid to the SCC Health & Well Being Fund and she will work with him to submit a bid in January (the fund closes in February). Clerk to clarify the criteria for Council financial support for setting up allotments.

ii) Cllr Stephen is investigating both the War Memorials Trust and the Heritage Lottery Fund with a view to funding a professional service of the World War I memorial clock and provision of auto-wind.

**127/13 District Councillor's report;** none received.

**128/13 County Councillor's report;** the Clerk summarised an emailed report received this evening. A date has not yet been set for the traffic calming works but it is likely to be January 2014. Improvements along the A30, A303 & A358 are part of SCC Capital Programme. SCC is investing £8M to provide energy efficient LED street lights.

**129/13 Planning applications and decisions;** it was noted that SSDC has approved 13/04043/FUL 12 Fordhay Terrace erection of extension & alterations to vehicular access.

**130/13 Clerk's report and correspondence;** Council decided not to pay for membership of the War Memorials Trust. It was noted that the SALC website has gone live.

There is a 6 week period of consultation on the Proposed Main Modifications to the Proposed Submission South Somerset Local Plan 2006- 28. Council agreed that there was nothing to add to the comments submitted on the initial Plan.

The War Memorials Trust, PCC and Clerks & Councils Direct newsletters plus SCC Local Choices event material and SCC Guide to Winter Road Services had all been circulated.

**131/13 Finance;** Council approved the draft 2014/15 budget (circulated) that will be finalised at the January meeting and the Precept set. Council agreed to discuss the Financial Regulations in February. Council noted that the appropriate sum for Parish Councils for the purposes of section 137 of the Local Government Act 1972 for 2014-2015 is £7.20 per elector.

**132/13 Payments;** the following payments were presented and approved;

- i) D C Langford (salary/expenses) £709.63 & HMRC £10.60. Cox & Co (payroll) DD £18 noted.
- ii) East Chinnock Village Hall (tables for Bonfire Event) £10
- iii) Mr A Gliddon (marquee lighting) £45.22 & £41.04 (rodent deterrent for Entertainments store)
- iv) SSDC (printing The Chimes) £19.79.

**133/13 Entertainments Committee Report;** the Bonfire Event made a profit of £356.47 which offset the loss of £310 at this years Barn Dance. After problems with the Committee charcoal BBQ the Entertainments Committee would like to buy a gas BBQ. This would be available for hire in the village. Council was supportive of this proposal and Cllr Mrs Merchant will look into costs.

**134/13 Community Speed Watch report;** 8 sessions were run in November with the regular 1.3% of passing traffic recorded as speeding (above the County average). A new volunteer was trained last weekend. Council noted that CSW is always looking for new members to join the small team.

**135/13 Parish Ranger Report;** a report was received on the tasks undertaken in the extra session in November. Council expressed their thanks to Cllr Weber for providing fence posts for repairs and using his digger to clear drainage channels. It was requested that the Ranger does regular maintenance



**Draft**

of Westways drainage channels. A report was received from Cllr Weber that SCC will put gabions in the areas of erosion along Westways and concrete 'caps' dependent on their budget. It was agreed that in discussions with SCC it should be made clear that Council is open to suggestions of self-help to stretch the available budgets.

**136/13 Potholes & General Maintenance Report;** a report had been circulated (on file). SCC has said that little can be done about springs but they will deal with any damage resulting from the springs in The Hollow and Broad Lane. SCC will look at bidding into the process to provide a dropped kerb on Carters Lane to ease access to the Church.

Cllr Mrs Carter proposed to write a letter of thanks to Mr Durrant for the help and support SCC Highways gives this village. This was agreed.

It was confirmed that SCC would top up the two grit bins and 10 bags of salt have been collected; this grit is for use on Public roads and footpaths only.

**137/13 Play Area Report;** all repairs noted have been done and the grass was mowed today.

**138/3 Rights of Way Report;** vegetation has been trimmed back at the Viewpoint and also along the path from Weston Farm to Eastfield Farm. SCC is to address the vegetation and broken stile behind Cott Farm.

Mr Pallister arrived but he had nothing to report from SSDC.

**139/13 Items of Report;** Cllr Mrs Merchant agreed to plant up the trough near Bridge Farm.

Council noted that the Parish Tree Officer is doing a survey of trees in the Parish. Mr Pallister to provide a map of the Trees with Preservation Orders in the Parish.

**140/13 Next Meeting;** the dates for 2014 were agreed and the next meeting will be on Monday 2nd January 2014.

There being no further business the Chairman closed the meeting at 8.45pm.

Signed ..... (Chair) Date.....

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