

EAST CHINNOCK PARISH COUNCIL JANUARY 2015 MEETING AGENDA

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 5th January, 2015, 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.
4. To sign as a correct record the minutes of the last meeting held on 1st December, 2014. Draft minutes have been circulated.
5. Matters arising from the minutes.
6. District Councillor's report.
7. County Councillor's report.
8. Planning applications: to note that planning permission has been granted for application no. 14/03540/FUL – extend parking area at copse opposite Bridge Cottage, West Coker Hill.
9. Parish Plan report.
10. Clerk's report & correspondence:
 - i) to note response sent to consultation on changes to library service.
 - ii) to agree response to Local Policing Survey
 - iii) to note that the casual vacancy notice has been displayed on the Parish Noticeboard.
 - iv) to note the Ranger visit dates for 2015 as 19th February, 23rd April, 18th June, 20th August, 15th October and 15th December.
11. Finance:
 - i) to note Council Tax Reduction Scheme Grant Allocation for the next financial year has decreased by £5 to £170.
 - ii) to approve the budget and set the Precept requirement for 2015/16.
12. Payments to approve:
 - i) A. Sinclair £40.00 for beer for bonfire event.
 - ii) East Chinnock Village Hall £97.50 for Post Office outreach rent for January to March. 2015. To note £20 received for an advertisement in the Chinnock Chimes
13. Entertainments Committee report.
14. Community Speed Watch report.
15. Parish Ranger report.
16. Potholes & General Maintenance report
17. Play Area report:
18. Rights of Way report.
19. Items of report.
20. To agree date of next meeting.



Maureen Randell
Clerk to East Chinnock Parish Council

Draft

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 5th January, 2015 starting at 7.30pm in the Village Hall.

Present:

Councillors I Stephen, B Murdoch, Mrs M Merchant.
Officer Mrs M Randell
District Councillor Mr. R. Pallister (part of meeting)

Public Question Time: There were no members of the public present.

161/15 Apologies for absence: Cllr. N. Weber and Cllr. R. Carter.

162/15 Declarations of Interest and to receive any written requests for DPI dispensation: none

163/15 Minutes of the last meeting: Cllr. Stephen proposed and Cllr. Merchant seconded that the minutes, having previously been circulated to all councillors, were signed by the Chairman as a true record of the December Council meetings.

164/15 Matters arising from the minutes: Cllr. Murdoch said that the councilors should be aware of the possibilities of causing conflict if they recommend approval of any contentious planning application. He reminded the councillors that they were only asked for their observations.

165/15 District Councillor's Report: i) Cllr. Pallister said that clear recommendations from Parish Council with regard to planning applications helps the District Council make informed decisions. He suggested that one of the councillors take responsibility for planning and he would see if they could be included in the planning training that was likely to take place in June.

ii) The Somerset Rivers Authority has been set up to manage the County's 20 Year Flood Plan. The government have given £1.9m towards the estimated £2.7m cost of the first year. Future funding is subject to a review that has to be completed by July, 2015. DEFRA Flooding Minister Dan Rogerson had met with flood affected residents and had promised to work with the Association of British Insurers to resolve problems with outstanding claims and the inability to obtain affordable insurance.

iii) South Somerset have a balanced budget situation for 2015/16 without cutting any services but they expect that cuts will have to be made in the following years.

iv) A formal announcement will be made shortly about the Local Plan and it is expected to be put before the full council in February for adoption.

v) With regard to The Portman Arms, Cllr. Pallister advised that before an application for change of use can be made the business has to be marketed for a reasonable time and the seller needs to prove that the business is not viable. He confirmed that the District Council have not been approached by the owners. He stated that it is council policy to work with any developers to try and encourage them to consider any local concerns and to develop a site within keeping with the local environment.

166/15 County Councillor's Report: none.

167/15 Planning: The councilors noted that planning permission has been granted for application no. 14/03540/FUL to extend the parking area at the copse opposite Bridge Cottage, Coker Hill.

168/15 Parish Plan: The meeting for December had been postponed until 8th January, 2015.

169/15 Clerk's report and correspondence: i) The councillors noted that the clerk had responded to the Library Consultation with the council's view that they hoped that the mobile service could continue but suggested that if necessary it could be reduced to just one stop in the village. They asked that this be outside the pre-school group building in the interests of the safety of the children using it.

ii) The Policing Survey asked for feedback for use of the service during the last three months and as the council had had no dealings during this time it was agreed that they could not respond.

iii) There has been one application so far for the casual vacancy but the closing date is not until 19th January so this will be dealt with at the February meeting.

iv) It was noted that the ranger visits for 2015 would be 19th February, 23rd April, 18th June, 20th August, 15th October and 15th December.

v) It was noted that Somerset CAB had sent a letter of thanks for the £50 donation.

170/15 Finance: i) it was noted that the Council Tax Reduction Scheme Grant Allowance for the next financial year has been set at £170.

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i) after discussion it was agreed to set the precept at £7330. This was proposed by Cllr. Stephen and seconded by Cllr. Murdoch, with all present in favour.

171/15 Payments: a) the following payments were presented and approved with Cllr. Stephen proposing and Cllr. Merchant seconding the motion to approve:

i) A. Sinclair for beer for bonfire event - £40.00

ii) East Chinnock Village Hall for P.O. outreach rent for January to March, 2015 - £97.50

b) It was noted that 3 amounts of £20 had been received for adverts in The Chimes.

172/15 Entertainments Committee: i) The final profit for the bonfire event is £476.45 and all agreed it was an excellent evening.

ii) Cllr. Merchant had received a written proposal from Mr. Gliddon of the entertainments committee asking for agreement to purchase addition tentage. As this wouldn't be needed immediately it was agreed that this would be deferred until all the councillors had had chance to study the proposal. The clerk was asked to write to Mr. Gliddon to thank him for his proposal and tell him that a decision would be made when all the councillors has seen it.

iii) Cllr. Murdoch asked if the golf croquet group had insurance cover and said that if not they could come under the entertainments committee. Cllr. Merchant said that it was available from the Golf Croquet Society but the Society had told them that changes were being made and advised them to wait. As the season would not start until later in the year they had decided to defer any decision.

173/15 Community Speed Watch report: nothing to report

174/15 Parish Ranger Report: It was understood that the ranger would be in the village on the third Thursday in the month as usual but he arrived on the Tuesday. He did his regular jobs – dealing with litter and sweeping out the bus shelter and also weeded round the village hall and tidied and repaired round the perimeter of the playing field. He returned on the morning of 23rd December to help Cllr. Weber clear parts of the ditch in Westways.

175/15 Potholes & General Maintenance Report: i) Cllrs. Carter, Weber and Stephen met with local landowners in Westways on 3rd December, 2014 to discuss the flooding problem. The landowners thought that flooding could be alleviated but it was not likely to be entirely eradicated. It was agreed that Cllr. Weber would use his digger to clear the ditch and with the help of the ranger the first part was done on 23rd December. The remainder will be done shortly. This work will be covered by The Flood Mitigation Grant. It was noted that more regular clearing of the silt trap and gridded drain would help. It was also noted that the County Council had not done any cutting back/clearing of the verges and hedges in Westways and Cllr. Carter agreed to contact the Highways Department about this.

ii) The County Council have re-iterated that the problem drain in Forge Lane is not their responsibility. Cllr. Weber has also ascertained from a neighbour that when rodded recently the drain was found to be blocked some way down the private access lane, probably by tree roots. He agrees with the District Engineer's verdict that it will probably need excavating and part of the drain being replaced. Unfortunately as this is not a public adopted highway there is nothing further the council can do. Cllr Carter agreed to speak to the residents.

176/15 Play Area Report: Cllr. Weber had sent a message saying that he had cleared the bags of old grass cuttings and that there was nothing else to report.

177/15 Rights of Way Report: Cllr. Murdoch stated that he had looked at the Rights of Way Improvement Plan 2 which sets out how the County Council will manage and improve the Rights of Way. The County Council will undertake their statutory duties but there will be little finance available for anything else. A lot of work is undertaken by volunteers and as a result of this almost 100% of the rights of way in East Chinnock are passable compared to 80% across the county.

178/15 Items of Report: Mann's mobile grocery store will be in the village every week starting 5th January, 2015.

179/15 Next Meeting: will be on Monday 2nd February, 2015

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
FEBRUARY 2015 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 2nd February, 2015, starting at 7.30pm in the Village Hall.

Public Question Time:- 15 minutes for parishioners to ask questions or raise matters of concern.
Andrew Gunn Planning Team Leader will be present to answer questions on the Consequences of any application for change of use for The Portman Arms

AGENDA

1. Apologies for absence.
2. Declarations of interest and to receive any written requests for DPI dispensations.
4. To sign as a correct record the minutes of the last meeting held on 5th January, 2015. Draft minutes have been circulated.
5. Matters arising from the minutes.
6. District Councillor's report.
7. County Councillor's report.
8. Planning applications: to note that planning permission has been granted for application no. 14/05200/FUL for additional parking spaces and relocation of hamstone wall at Ramsdale, College.
9. Clerk's report & correspondence:
 - i) Casual Vacancy: to consider candidates for co-option.
 - ii) Transparency Code: this has been circulated.
10. Finance:
 - i) To note that the Precept paperwork has been submitted.
 - ii) To approve amendment to Financial Regulation 6.20
11. Payments to approve:
 - i) The Croquet Association £490.00 for mallets and balls.
 - ii) John Lewis £279.00 for table tennis table.
 - iii) Glasdon UK Ltd. £546.72 for seat and anchorage kit.
 - iv) SSSDC £58.18 for printing of Chimes.
- 12) Parish Plan report
- 13) Entertainments Committee report:
 - i) To consider proposal for additional tentage (circulated)
 - ii) To consider adopting revised terms of reference for the committee.
14. Community Speed Watch report.
15. Parish Ranger report.
16. Potholes & General Maintenance report
17. Play Area report.
18. Rights of Way report.
19. Items of report.
20. To agree date of next meeting.



Maureen Randell
Clerk to East Chinnock Parish Council

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EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 2nd February, 2015 starting at 7.30pm in the Village Hall.

Present	Chairman Cllr Mrs M Merchant
Councillors	Mrs R Carter, I D Stephen, N Weber.
Officer	Mrs M Randell
District Councillor	Mr R Pallister
Also present	A Gunn Planning Team Leader

Public Question Time: Mr. Gunn from the planning department had agreed to come to the meeting to answer any questions about the consequences of a change of use application for The Portman Arms. 19 residents were in attendance. Mr Gunn said that no application had been received yet regarding The Portman Arms. If the owner wants to apply for change of use they have to prove that the current business is not viable and/or that the property has been marketed for a reasonable length of time with no interest. The Economic Development Department and the Planning Team will want to examine the books to ensure that it has been genuinely managed to succeed and the marketing details, including where and when advertised. They will ask for the sales particulars to check that the pricing etc. is reasonable and will want a list of any enquiries and why they didn't lead to a sale. New legislation going through will mean that no planning permission will be needed for change of use to a restaurant, café or shop. The National Planning Policy Guidance seeks the retention of village pubs. Mr Gunn advised that the pub could be registered as a Community Asset. This would give the village 6 months to put together a business plan and raise the funds to purchase the pub. However, it does not give preferential status and the owner can still sell elsewhere. District Councillor Pallister said that SSDC may support some development on the site and the proceeds from this could help with the purchase and running costs of the pub.

A member of the public said that she had been told that the pub would be closed in 3 weeks and boarded up. Mr Gunn said that the council had no powers to make a pub open, however, the business rates would still have to be paid and it could only be marketed as a pub. Another resident said that he had evidence that somebody had tried to buy the property to continue as a pub and had had his offer turned down. In addition the previous tenant had tried to buy the pub but had been turned down and that in his opinion it had been deliberately run down. Cllr Pallister advised that any documentary evidence should be collated and also witness statements regarding mismanagement etc. prepared where documents were not available as all this would be taken into account when any planning application was considered.

A resident said that he had been informed by the selling agent that day that they had sold the pub and that contracts would be exchanged shortly. Cllr Pallister and Mr Gunn were of the opinion that this would 'start the clock again' and mean that a new owner would have to run the property as a pub for a reasonable time before they could apply for a change of use. It was agreed that they would check this out with their legal department. In view of this it was decided to ask the clerk to complete the Nomination Form for the property to be registered as a Community Asset to give the village time see if they could put together a bid.

A member of the public asked about the licencing of a new owner and Cllr Pallister said that a new owner could not open the pub until they had been granted a licence from the district council. He said he would ask the licencing department to contact him if they received an application.

A resident then asked about trees on a public right of way overhanging her garden. Cllr Weber said he would speak to the owner or it may be possible for the ranger to cut some of the growth back.

As there was so much interest the Chairman had extended the public forum time and the council meeting commenced at 8.23pm

- 180/15** **Apologies for absence:** Cllr B Murdoch and County Councillor Fysh.
- 181/15** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 182/15** **Minutes of the last meeting:** Cllr Merchant proposed and Cllr Carter seconded that the minutes, having previously been circulated, be signed by the Chairman as a true record of the January meeting.
- 183/15** **Matters arising:** it was proposed by Cllr Merchant and seconded by Cllr Stephen that the clerk complete the Nomination Form to register The Portman Arms as a Community Asset.

- 184/15 District Councillor's Report:** Cllr Pallister said that a community event was being organised for early April for all interested parties about the water run-off in the upper catchment areas of Somerset. Details would be sent out shortly.
- 185/15 County Councillor's Report:** This was received too late to be read to the meeting.
- i) SCC have frozen council tax for the sixth year in a row despite government funding had decreased by £20 million.
 - ii) Connecting Devon & Somerset are on track to reach their ambition of 100% superfast broadband coverage in the area by 2020.
 - iii) Julian Wooster from Portsmouth City Council has been appointed as the new permanent Director of Children's Services .
 - iv) The new Somerset Rivers Authority has been launched. The aim is to help identify what is needed and fund and deliver a higher standard of flood protection in Somerset and ensure that all flood risk management authorities in the county work together through a combined programme. Full details can be found on their website – www.somersetiversauthority.org.uk
- 186/15 Planning: Application(s):** The councillors noted that planning permission has been granted for application no. 14/05200/FUL for additional parking spaces and relocation of ham stone wall at Ramsdale, College.
- 187/15 Clerk's report and correspondence:**
- i) Casual Vacancy: two people applied for the casual vacancy advertised following the retirement of Mr. M Slater. As there are two vacancies on the council the councillors decided to co-opt both applicants. This was proposed by Cllr Merchant and seconded by Cllr Stephen. Cllr Merchant welcomed Mr Bussell and Dr Cox to the council and asked them to complete their acceptance of office declarations after the meeting. The clerk will send them copies of the Code of Conduct, Standing Orders and Financial Regulations and they will take up their seats at the next meeting.
 - ii) Transparency Code: the clerk has circulated copies of this together with a briefing note. The Code states that the council will have to publish more information on line instead of undergoing an external audit. This is expected to become law next month and the Code will then be operative from the new financial year in April.
- 188/15 Finance:**
- i) the council noted that the Precept paperwork had been submitted to the SSDC.
 - ii) Cllr Merchant proposed and Cllr Weber seconded the proposal that financial regulation 6.20 be changed to read – “Where possible estimates or pro-forma invoiced should be obtained for goods so that the costs can be approved by the council and a council cheque issued direct to the supplier. Where this is not possible and items are bought on behalf of the council, the purchaser shall obtain prior approval from the council, where necessary, for the expenditure and present the appropriate paperwork to the council meeting as soon as possible for re-imburement by council cheque.”
- 189/15 Payments:** the following payments were presented and approved with Cllr Stephen proposing and Cllr Carter seconding the motion to approve:
- i) The Croquet Association for new mallets and balls - £490.00
 - ii) John Lewis for a table tennis table - £279.00
 - iii) Glasdon UK Ltd. for a seat and anchorage kit - £546.72
 - iv) SSDC for printing of Chinnock Chimes - £58.18
- The first three items are funded by Health & Wellbeing Grants from SCC for last year and this year.
- 190/15 Parish Plan:** Cllr Weber attended the last meeting and reported that a survey regarding the play area had been completed. The respondents felt that whilst the play equipment was old it was functional but would be nice to extend it if possible. A wish for some sort of shelter and seating was expressed together with a request for some sort of trim track equipment. Cllr Weber had reminded them that they need to be looking at the whole village and it's needs and wants for now and the future. The next meeting is on 24th February and Cllr Carter said she would try to attend along with Mr. Bussell, one of the new councillors.
- 191/15 Entertainments Committee:**
- i) the proposal for the additional tentage had been circulated and the councillors were in favour so long as it was advertised as being available to hire. Cllr Stephen proposed and Cllr Carter seconded that the expenditure be approved. It was agreed that because of s137 constraints the purchase be split in two with the first tent invoice being presented to the council in March and the second one at the April meeting to fall in the new financial year.

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- 192/15 Community Speed Watch Report:** Mr Sinclair, the speed watch co-ordinator had sent an annual report. This month is the fifth anniversary and Margaret & Neville Coe and Michael & Mary Slater have stepped down having being involved from the beginning. There are now 7 active volunteers. The figures for the last 12 months show a lower percentage of speeders. He felt that this was because less sessions had been run and there had been problems with the equipment which had reduced the detection rate, rather than there being less speeders.
- 193/15 Parish Ranger Report:** Cllr Stephen reported that the ranger would be in the parish on 19th February. Cllr Merchant said that the ditch by the drain that runs under the A30 by Broad Lane needs clearing. Also the grills on the A30 and The Hollow need clearing. It was hoped that some work with the digger could be undertaken by Eastfield in addition to the usual litter picking etc.
- 194/15 Potholes & General Maintenance Report:** i) Cllr Carter has spoken to SCC about the verges and hedges in Westways and they say that there is no budget for the work. Cllr Stephen will see if the ranger can do it.
ii) With regard to Forge Lane drain Cllr Carter stated that she is trying to contact the family of the resident to advise them of the situation.
iii) The hedge in College has still not been cut and Cllr Merchant has obtained the phone number of the owner. Cllr Carter agreed to phone them.
iv) Weather and digger availability permitting some more work should be done on flood mitigation on the ranger's next visit. Cllr Carter reminded the council that under the Flood Mitigation Grant Terms and Conditions the work had to be completed, invoiced and paid for by 31st March to receive re-imburement.
v) The potholes on Chinnock Road will be reported to highways and also the clanking grid in The Hollow.
- 195/15 Rights of Way Report:** in Cllr Murdoch's absence Cllr Merchant reported that she had used the gate by the electric substation at the weekend and the gate post was loose making it difficult to open. Cllr Stephen said that he would see if the ranger could repair it when he next visits.
- 195/15 Play Area Report:** Cllr Weber said that it was too frosty to cut the grass at the moment.
- 197/15 Items of Report:** Cllr Merchant asked if it is possible to alter the gate into the airfield as it is not wide enough for new style buggies. Cllr Stephen will ask SSDC if they can supply another type of gate.
- 198/15 Next Meeting:** will be on Monday 2nd March, 2015

There being no further business the Chairman closed the meeting at 9.17pm.

Signed (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL
MARCH 2015 MEETING AGENDA**

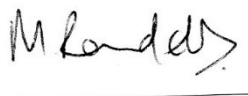
To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 2nd March, 2015, 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 sign as a correct record the minutes of the last meeting held on 2nd February, 2015. Draft minutes have been circulated.
4. Matters arising from the minutes: The Portman Arms
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: none.
8. Clerk's report & correspondence:
 - i) East Chinnock Under 5's Preschool have written to ask permission to use the playing field for their annual Summer Fair on Saturday 13th June.
 - ii) New councillors Mr Bussell and Dr Cox have completed their Acceptance of Office and Register of Interest Forms and been provided with copies of the Financial Regulations, Standing Orders, Code of Conduct and NALC New Councillor Guide.
9. Finance.
10. Payments to approve:
 - i) Mr & Mrs R Jewell - £29.99 for web hosting costs.
 - ii) Clerks quarterly salary and 6 months holiday pay £820.47
 - iii) BCT Outdoors Ltd. - £1,120.00 for marquee extension tent
 - iv) Cox & Co. - £24.00 payroll direct debit.To note £20.00 received for Chinnock Chimes advertisement.
11. Parish Plan report.
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.



*Maureen Randell
Clerk to East Chinnock Parish Council*

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EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 2nd March, 2015 starting at 7.30pm in the Village Hall.

Present	Chairman Cllr Mrs M Merchant
Councillors	Mrs R Carter, I D Stephen, N Weber, B Murdoch, Dr J Cox, M Bussell
Officer	Mrs M Randell
District Councillor	Mr R Pallister (part of meeting)
County Councillor	Mr M Fysh (part of meeting)

Public Question Time: There were three residents present and an observer from Haslebury Plucknett Parish Council. One of the residents, who is a member of Community Speed Watch, asked about the costs of requesting and installing SID's (flashing 30mph signs) as drivers were still speeding. Cllr Fysh asked that the clerk write to Highways and he would endorse the letter. The councillor from Haslebury Plucknett suggested that the Council contact Haslebury Plucknett clerk as their village had been in contact with SCC Highways with a similar request.

One of the residents asked about the situation with The Portman Arms. They were told that the clerk had received notification that day that it has now been registered as a Community Asset and also that Marston's have indicated that as it has been marketed for some time as a public house without a sale it was their intention to offer it for sale without any restrictions. This has triggered the 'right to bid'. The village had six weeks to register an intention to bid and this would then give them until the beginning of September to put together a bid. Cllr Pallister reminded everyone that this was a right to bid and gave no guarantees that the bid would be successful. The clerk had also spoken to district planning who confirmed that they had received a planning application for the pub to be converted into two dwellings with four other properties on the site. The application was awaiting validation and would then be sent out for consultation. It was likely that the plans would be available next week. Cllr Pallister urged all villagers to respond during the consultation period to ensure that their views are taken into account.

180/15 **Apologies for absence:** None

181/15 **Declarations of Interest and to receive any written requests for DPI dispensation:** none

182/15 **Minutes of the last meeting:** Cllr Merchant proposed and Cllr Carter seconded that the minutes, having previously been circulated, be signed by the Chairman as a true record of the February meeting.

183/15 **Matters arising:** With regard to The Portman Arms the Council agreed that they should organise an open meeting for the villagers to be given all the details about the right to bid. Putting together a bid would require a lot of time, effort and money and the council do not have the resources or experience to do this themselves. However, if there is sufficient interest from villagers they can register an intention to bid on their behalf to give them time to set themselves up as a qualifying non-profit organisation. It was agreed to organise a meeting for 7.30pm on Wednesday 18th March, providing the hall is free. The clerk will check the availability and then email all the residents who left their details at the last council meeting and also ask the village website to advertise the meeting.

184/15 **District Councillor's Report:** i) Cllr Pallister reported that the Local Plan is going before Full Council for adoption on 5th March. ii) The District Council have been able to reduce Council Tax by 1.99% to the level of 2010. Front line services have not been cut and it is hoped that cuts in services can be avoided in 2016/17 and 2017/18. iii) The forthcoming election will mean that, whilst council business will continue largely as normal, anything deemed politically controversial will be deferred until after 7th May. iv) The Council has adjusted its pay bands to ensure that all staff are paid at least the living wage apart from apprentices, interns and casual staff. v) Cllr Pallister will ask Diane Layzell to prepare a statement of the Community Asset position regarding The Portman Arms for circulation in the village.

185/15 **County Councillor's Report:** Cllr Fysh reported that the County Council Tax had been frozen despite a £20m cut in funding from central government. He said that rural weighting means that counties such as Somerset get less per head of population than urban areas despite the fact that they have to deliver their services over a much wider area. The County Council continue to campaign for this to be changed. Despite the cut in funding the council had managed to allocate £32m for roads and would spend money on converting road

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lighting in some areas to LED which would result in savings in electricity costs. They had also managed to continue to subsidise some bus services that had been under threat. Cllr Merchant had brought along some of the golf croquet equipment that had been paid for from the Health & Wellbeing grant organised by Cllr Fysh and the councillors thanked him for funding this and also a new table tennis table and bench.

Cllrs Pallister and Fysh and the Councillor from Haslebury Plucknett left the meeting.

186/15 Planning Applications: An amendment to Application Mo. 14/03140/FUL for works at Broad Farm, Broad Hill, Hardington Mandeville had been received after the agenda was sent out. The application was looked at by the councillors and they agreed that the council had no objections to the proposed amendments. The clerk was asked to reply to this effect.

187/15 Clerk's report and correspondence: i) East Chinnock Under 5's Preschool group had asked to use the playing field for their annual Summer Fair on Saturday 13th June but the clerk was asked to ring them to see if they could change to another date as the Entertainments Committee were organising an evening event on this day and would need access to the field in the afternoon to erect the marquee. As they now had a much larger marquee it was felt that it might not be safe to have an event occurring with young children at the same time.

ii) The clerk said that she had attended a meeting at SSDC about the election and had been given the nomination forms for those who wished to stand in May. It was agreed that the clerk would ask Alix Janes to put in the Chimes that nomination forms were available from the clerk for anyone else who wished to stand.

iii) The clerk had received a request for a donation from St Johns Ambulance. It was agreed that the council had limited resources and already made a donation to CAB so could not donate to anybody else. The clerk was asked to write and explain this to them and she was also authorised to reply in the same manner to any other requests for donations.

iv) The clerk reminded the councillors that her job appraisal was due in March. It was agreed that Cllrs Weber, Stephen and Bussell would meet with the clerk on 24th March.

188/15 Finance: nothing to report.

189/15 Payments: the following payment were presented and approved with Cllr Murdoch proposing and Cllr Stephen seconding the motion to approve:

i) Mr & Mrs Jewell £29.99 for web hosting costs ii) Clerk's quarterly salary (including holiday pay) £820.47 iii) BCT Outdoors Ltd £1,120.00 for marquee extension tent.

190/15 Parish Plan: the councillors were concerned that whilst there had been a lot of valid discussion very little had been committed to paper. Cllrs Carter and Bussell had attended the last meeting and said that the news of a planning application for change of use for The Portman Arms was imminent appeared to have focused the group's attention on the importance of at least producing a first draft so that the planning authority could be made aware of the wishes of the community. Cllr Bussell said that he is putting together a précis of the history of the village to go at the beginning of the plan. He and Cllr Weber agreed produce a document, giving a rough outline of what was required for the group to discuss and expand upon.

191/15 Entertainments Committee: i) the Entertainments Committee had discussed the Terms of Reference at their last meeting and Cllr Weber said that they had suggested a number of minor amendments. These were agreed and Cllrs Carter and Stephen agreed to incorporate these amendments and bring the Terms of Reference to the next Council meeting for approval.

ii) The hire conditions were discussed and Cllr. Merchant agreed to arrange for these to be available at the next Council meeting. The clerk advised that the new tents were being covered by the insurers at no charge until renewal in June and that the annual premium from then will be £16.10. The clerk was asked to ascertain what the policy excess was for damage to the tents; it was suggested that the terms of hire would include provision for a deposit of at least this amount to be taken. iii) the Council approved the dates proposed for the Entertainments Committee's summer events. There would be an evening event with music on Saturday 13th June and a family fun day on Saturday 11th July.

192/15 Community Speed Watch Report: nothing to report

193/15 Parish Ranger Report: i) Cllr Stephen reported that he had met with Cllrs Carter and Weber on 18th February regarding the flood mitigation work along Westways/Cod Lane. It was confirmed that the ranger would attend on 11th & 12th March and work with Cllr Weber to

Draft

continue clearing the ditch and stream bed where accessible to aid the water flow. Cllr Carter agreed to photograph the area when the work was complete and send the before and after photos to enable the grant to cover the cost to be paid. ii)The ranger had worked in the village on 19th February and spent the morning on his regular tasks of sweeping, weeding, clearing leaves and litter picking. In the afternoon he cleared several grips along Westways/Cod Lane and Cleaves Track and also cleared the ditch by Broad Lane. The sleeper diversion in Cleaves Track is working well. iii)The hedge overhanging Cleaves Track was deemed beyond the ranger’s remit and the owner has been advised that she needs to engage a private contractor. iv)The ranger will be in the parish again on 23rd April and the councillors were asked to let Cllr Stephen know if there was anything that needed adding to the ranger’s list of tasks.

194/15 Potholes & General Maintenance Report: i) Cllr Carter said that she had chased Highways again about the clunking 2nd grid beside The Hollow Cottages. ii) The owner of the hedge in College had been contacted and had arranged for it to be cut back. iii) Cllr Carter is still waiting for the family of The Forge Lane resident to contact her so that she can give them details of blockage in the private drain. iv) It was agreed that the Council would write reminding Highways that they has said they would carry out a speed survey after the installation of pedestrian refuges to monitor their impact and then a Post Construction Safety Audit would be commissioned.

195/15 Rights of Way Report: Cllr Murdoch said that he had nothing to report apart from the fact that everywhere was very muddy.

195/15 Play Area Report: Cllr Weber had nothing to report. Cllr Murdoch said that he had noticed that the pedestrian gate had been damaged. He had made it safe and Cllr Weber agreed to see if he could repair it.

197/15 Items of Report: Cllr. Merchant said that the steps down into the airfield were very muddy and the gate on the bridleway by the electric substation was very stiff. Cllr. Weber said he would have a look and see what can be done. Cllr Murdoch mentioned that the bulbs planted in the autumn in the verge by the corner of Broad Lane were showing through and there should be a good splash of colour shortly.

198/15 Next Meeting: will be on Monday 13th April, 2015

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

Signed (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL
APRIL 2015 MEETING AGENDA**

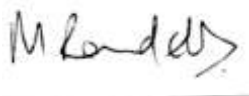
To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 13th April, 2015, starting at 7.45pm 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 sign as a correct record the minutes of the last meeting held on 2nd March, 2015. Draft minutes have been circulated.
4. Matters arising from the minutes: i) The Portman Arms
ii) Flashing Speed Indicator Signs.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: to note that Planning Application No.15/00697/FUL – Portman Arms Site has been withdrawn.
8. Clerk's report & correspondence:
 - i) To agree East Chinnock Under 5's Preschool Group's Summer Fair date.
 - ii) To agree request from W.I. to plant a tree to mark their Centenary.
 - iii) To agree Emergency Community Contacts.
 - iv) Annual Playground Inspection – to consider quotation from SSDC.
9. Finance: to review and agree the Council's Asset Register which has been circulated.
10. Payments to approve:
 - i) BCT outdoors Ltd. £1,120.00 for marquee extension
 - ii) SSDC Parish Ranger £775.20 for regular work plus flood mitigation work
 - iii) East Chinnock Village Hall £97.50 for Post Office outreach rent for April to June, 2015
 - iv) to note that a direct debit had been set up for £35 per year to the Information Commissioner's Office for Data Protection Registration.
11. Parish Plan report.
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. Clerk's Appraisal Sub-Committee report
19. Items of report.
20. To agree date of next meeting.



Maureen Randell
Clerk to East Chinnock Parish Council

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 13th April, 2015 starting at 7.45pm in the Village Hall.

Present

Councillors N Weber, B Murdoch, M Bussell
Officer Mrs M Randell
District Councillor Mr R Pallister (part of meeting)

Public Question Time: There was one resident present.

- 1/15 Apologies for absence:** Cllrs Merchant, Stephen, Carter and Cox.
- 2/15 Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 3/15 Minutes of the last meeting:** Cllr Murdoch proposed and Cllr Bussell seconded that the minutes, having previously been circulated, be signed by the Chairman as a true record of the March meeting.
- 4/15 Matters arising:** i) Portman Arms. The Community Asset group met with representatives of Stonewater Housing Association, Wessex Community Land Trust Project and Norton Sub Hamdon CLT on 9th April and a note of the discussion had been circulated. They are meeting again on 16th April with Wessex CLT Project to discuss the setting up of a Community Land Trust and to look at a draft feasibility study which is being prepared by Stonewater. There will be another meeting on 29th April to plan the way forward. Cllr Murdoch thanked the clerk and Cllr Pallister for their work in setting up the meetings.
ii) Flashing Speed Indicators – it was agreed to defer this as per item 15/15 below.
- 5/15 District Councillor's Report:** i) Cllr Pallister said that he was pleased to report that SSDC had achieved Gold Standard Investors in People award which places the council in the top 3% of all the 45,000 organisations that hold the IIP accreditation.
ii) SSDC have adopted a Balanced Rural Lettings Policy which means that as East Chinnock only has five affordable letting properties in the village, priority for vacancies will be given to people in the local community or with connections to the village.
iii) SSDC are looking to buy housing stock as part of their capital investment strategy as this will give a better return on investment than other areas.
- 6/15 County Councillor's Report:** none received.
Cllr Pallister left the meeting.
- 7/15 Planning Applications:** The council noted that Application No. 14/03140/FUL for works at Broad Farm, Broad Hill, Hardington Mandeville had been granted.
- 8/15 Clerk's report and correspondence:** i) East Chinnock Under 5's Preschool group have said that they will change their annual Summer Fair to Saturday 20th June. The councillors asked the clerk to write to and thank them for agreeing to the change.
ii) the councillors agreed to the planting of a tree by the WI to celebrate the WI Centenary and asked the clerk to write to them and ask that they plant it to replace the broken tree by the kickwall.
iii) the Civil Contingencies Unit are compiling a list of emergency contact numbers. The council have an Emergency Plan but the contact details will need updating for the new councillors. It was therefore agreed to defer the response to the Civil Contingencies Unit until the next meeting.
iv) SSDC have written with details of a new playground inspection service. As their costs are higher than the current provider the councillors agreed not to consider changing.
- 9/15 Finance:** the Asset Register was reviewed and Cllr Murdoch proposed with Cllr Bussell seconding that the register be accepted.
- 11/15 Payments:** the following payment were presented and approved with Cllr Bussell proposing and Cllr Murdoch seconding the motion to approve:
i) BCT Outdoors Ltd £1,120.00 for marquee extension tent.
ii) SSDC £775.20 for Parish Ranger (this includes Flood Mitigation work)
iii) East Chinnock Village Hall £97.50 for Post Office outreach rent for April to June, 2015
iv) SSDC £ 67.13 for Chinnock Chimes printing

v) It was noted that a direct debit had been set up for £35 per annum to The Information Commissioner's Office for Data Protection Registration

11/15 Parish Plan: Cllr Bussell said he would be attending the next meeting and would remind the committee to send a copy of the minutes to the clerk.

12/15 Entertainments Committee: it was agreed that the Terms of Reference for The Entertainments Committee would be taken to the next committee meeting by Cllr. Weber for their agreement and for the chairman to sign. They would then be brought back to the next Parish Meeting for adoption and the signature of The Parish Chairman. Cllr Murdoch asked that as the funds raised by The Entertainments Committee were to be used for the benefit of the community, would it be possible for some of this to be used to fund the initial meeting costs of The Portman Community Asset Group. Cllr Weber agreed to raise this at the meeting.

13/15 Community Speed Watch Report: Andy Sinclair had sent details of the latest sessions. The group had run 8x1hr sessions from 7th to 12th of April and 6,319 cars passed through the village with 62 speeders and speeds of up to 47mph recorded. There is more information on the speeding problem in Cllr Carter's report in item 15/15.

14/15 Parish Ranger Report: Cllr Stephen had sent a report to say that the Ranger would be in the village on Thursday 23rd April. He would undertake his regular tasks of litter picking and sweeping out the bus shelter. He would also be clearing weeds around the village hall, Hyde Park and the A30 end of Weston Street, and spraying and strimming round the playing field. Cllr Weber said could he be asked if he has bags of rubber granules to top up the areas under the play equipment.

15/15 Potholes & General Maintenance Report: Cllr Carter sent a report. i) she is still waiting for Highways to get back to her about the silt trap and the 2nd grid at the bottom of The Hollow. ii) she has sent details and before and after photographs of the Flood Mitigation work to The Risk Management Service Manager and we are now awaiting the cheque. iii) the Transport Development Department have apologised for the delay in carrying out the post construction survey and should be able to give the council a date shortly. iv) Cllr Carter had met with PC Purcell the local Beat Manager and the Community Speed Watch on 1st April to discuss road safety and speeding problems. Highways have stated that the post construction audit report is being prepared and once this is available PC Purcell has offered to attend a council meeting to advise on traffic matters. It was therefore agreed that further discussion on Flashing Speed Indicator signs be postponed until after the audit report had been received. PC Purcell and the Speed Watch group would then be invited to a meeting to discuss the traffic problem.

Cllr Weber said that there was a large hole in Cod Lane and Cllr Murdoch said that the road by the play area in Weston Street was also bad.

16/15 Rights of Way Report: Cllr Murdoch said that he had nothing to report.

17/15 Play Area Report: Cllr Weber reported that the play area gate may not be repairable. It was agreed that he would find out the cost of a replacement gate. Cllr Murdoch said that the Village Hall had a gate in storage that they were unlikely to use and he agreed to check to see if it was the right size. Cllr Weber said that he had serviced the mower and cut the grass a couple of times and a rota would be organised shortly.

18/15 Clerk's Appraisal: following the appraisal meeting it was noted that the clerk's salary had been increased to SCP19. The committee had recommended that a home office allowance be paid and a sum of £8 per month was agreed with Cllr Bussell proposing and Cllr Murdoch seconding this.

19/15 Items of Report: Cllr Weber said he would like to record the Council's thanks to all the retiring councillors – Cllrs. Murdoch, Carter, Merchant and himself.

19/15 Next Meeting: will be on Monday 18th May, 2015

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

Signed (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL
ANNUAL PARISH COUNCIL MEETING AGENDA MAY 2015**

To: All Councillors of East Chinnock Parish Council

You are required to attend the Annual Parish Council Meeting of East Chinnock Parish Council that will take place on Monday 18th May, 2015, 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. Election of Parish Council Chairman and signing of Acceptance of Office.
2. Election of Vice Chairman and signing of Acceptance of Office forms by Councillors
3. Apologies for absence.
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 13th April, 2015. Draft minutes have been circulated.
6. Matters arising from the minutes: The Portman Arms
7. District Councillor's report.
8. County Councillor's report.
9. Planning applications: to note response to Planning Application No. 15/01546/LBC Swallow Cottage, College.
10. Clerk's report & correspondence:
 - i) Emergency Plan
 - ii) to ratify appointment of Feoffees Trustees
 - iii) Casual Vacancies.
 - iv) to consider the provision of a dog waste bin by the new bench.
11. Finance:
 - i) to note that 2015/16 precept of £7,330 and Government Grant of £170 have been received.
 - ii) to approve and sign Section 1 & 2 of The Annual Return (previously circulated)
 - iii) to note the financial summary and bank reconciliation for 2014/15 (previously circulated)
 - iv) to appoint additional signatories for bank account.
 - v) to note bank's apology for their error
 - vi) to discuss renewal of Council Insurance Policy.
12. Payments to approve:
 - i) St. Margaret's Hospice in Yeovil re internal Auditor - £50
 - ii) Nick Weber £115.44 for mower service and fuel and new gate for playing field.
 - iii) M Randell home office expenses as agreed plus paper and stamps £25.63
 - iv) Somerset Association of Local Councils £128.48 for annual membership fee.
13. Parish Plan: i) report and ii) appointment of council representative.
14. Entertainments Committee: i) report ii) appointment of council representative iii) adoption of Terms of Reference iv) to note scale of hire charges which has been circulated. v) to consider and agree budget for Meet & Music Evening on 13th June.
15. Community Speed Watch: report.
16. Parish Ranger: i) report and ii) appointment of council representative.
17. Highways: i) report and ii) appointment of council representative.
18. Play Area: i) report and ii) appointment of council representative.
19. Rights of Way: i) report and ii) appointment of council representative.
20. Items of report.
21. To agree date of next meeting and note the meeting dates for the coming year: 1st June, 6th July, 7th September, 5th October, 2nd November, 7th December, 4th January, 1st February, and 7th March



Maureen Randell
Clerk to East Chinnock Parish Council

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 18th May, 2015 starting at 7.30pm in the Village Hall.

Present

Councillors Ian Stephen, Mike Bussell and Helen Early
Officer Maureen Randell
Previous Chairman Marianne Merchant

Public Question Time: There was one resident present who asked whether the results from the post construction survey had been completed following the installation of the traffic islands on the A30. She was advised that County Highways Department had completed the survey and hoped to have all the information collated very shortly. A meeting would then be organised for all interested parties. One of the councillors would be taking over responsibility for highway matters and they would follow this up.

- 21/15 Election of Chairman:** Mrs Merchant opened the meeting and called for nominations to take over as chairman. Cllr Bussell proposed Cllr Stephen with Cllr Early seconding. Cllr Stephen was duly elected and signed the Acceptance of Office Form.
- 22/15 Election of Vice-Chairman:** Cllr. Bussell was proposed by Cllr Stephen with Cllr Early seconding. Cllr Bussell was duly elected and he and Cllr Early signed their Acceptance of Office Forms.
- 23/15 Apologies for absence:** Cllr Cox.
- 24/15 Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 25/15 Minutes of the last meeting:** Cllr Stephen proposed and Cllr Bussell seconded that the minutes, having previously been circulated, be signed by the Chairman as a true record of the April meeting.
- 26/15 Matters arising:** Portman Arms – the chairman of the group had sent a note thanking the council for all their assistance in setting up the group. He advised that they were now going through the process of incorporating as East Chinnock Community Land Trust (ECCLT) and had applied to the District Council for a grant of £500 to cover this. Once incorporated they will appoint additional board members to join Mark Joliff as Chairman, Adrian Lowes as Secretary and Robin Lewis as Treasurer. They are intending to make a leaflet drop to inform the village of their actions so far and have an open meeting to recruit more members. The clerk said that she had asked to be included on the member's mailing list so that the council could be kept abreast of the group's progress.
- 27/15 District Councillor's Report:** Ric Pallister was unable to attend but sent a copy of Local Plan Policy SS2 which sets out the criteria for development in rural settlements. This gives a community more say on development plans for their area. Cllr Stephen said this was an important point for the ECCLT to take on board and combined with a housing needs survey would ensure that any development was relevant to the needs of the village. The clerk agreed to pass this onto the ECCLT.
- 28/15 County Councillor's Report:** The County Councillor has been elected to Parliament and the council have not been advised if he is continuing as a councillor or if there will be a by-election
- 29/15 Planning Applications:** The council noted that the clerk had informed SSDC that the council had no objection to Application No. 15/1546/LBC for the fitting of replacement windows at Swallow Cottage, College.
- 30/15 Clerk's report and correspondence:** i) the Emergency Plan had been circulated and the clerk was asked to check and update this. It was agreed to ask Bruce Murdoch and Andy Sinclair if they were willing to continue as members of The Community Emergency Management Team and if they would be prepared to submit their details to The Civil Contingencies Unit for inclusion on their Somerset Emergency Community Contacts database. Cllr Early agreed to be the council's representative on the database. ii) the councillors agreed to ratify the re-appointment of the retiring Feoffees trustees, Pat O'Donnell, John Cox and Shirley Condon. Cllr Stephen asked the clerk to write and ask for a copy of the Feoffees constitution so that the council were aware of responsibilities of their appointees and to ensure that the council had the correct representation on the Board of Trustees. iii) the clerk advised that she had received a letter from Paul Taylor confirming that

he would like to be co-opted onto the council and that he now fulfilled the criteria. He has previously served as a councillor on Brympton Parish Council. Cllr Stephen proposed that Mr. Taylor be co-opted and asked to join the council with effect from the June meeting. Cllr Bussell seconded this and all those present were in favour. The clerk was asked to write to Mr Taylor welcoming him to the council. This still left two vacancies. The clerk had been advised that someone had expressed an interest in joining but was not yet on the electoral roll. The Chinnock Chimes which is out shortly will have a plea for volunteers and the clerk was asked to see if the village website could also make people aware. The councillors would also seek out candidates. iv) a resident had asked if the council would consider a bin for dog waste by the new bench over the bridge on Westways as people are leaving bags by the bench or in the hedge or not collecting it at all. SSDC have indicated that they are unable to fund additional bins but could arrange for an existing bin to be moved. Cllr Early said that there were two bins which were both used so relocation would not be an option. The clerk was asked to find out the costs of installing a bin and what would be the ongoing emptying costs. Cllr Stephen suggested that the ranger be asked if emptying a bin would fall within his remit. The clerk would contact the resident to tell him the matter was being looked into. v) Chard Town Council have asked if anyone knows a calligrapher to complete their Remembrance Book but no-one present could help.vi) a resident had phoned to say that the hedge by the bus shelter was becoming overgrown. This will be followed up by the councillor who assumes responsibility for Highways.

31/15

Finance: i) it was noted that the Precept and Government Grant for 2015/16 had been received. ii) The Annual Return paperwork had been circulated to councillors. Cllr Bussell proposed with Cllr Early seconding that this be accepted and the chairman signed the form. The internal audit has been completed and The Annual Return will now be sent for external audit. iii) the year-end financial summary and the bank reconciliation for 2014/15 were noted. iv) the clerk advised that following the election additional bank signatories were required. It was agreed that Cllrs Bussell and Early be added and they completed the necessary paperwork. v) the clerk advised that the bank had made an error when transferring money between the council's accounts and this had resulted in the account becoming overdrawn. Despite being assured that charges would not be incurred the bank had sent notification of their intention to levy charges. The clerk had spent some time with a very helpful member of staff in the local branch who had cancelled the charges and agreed to pay for three hours of the clerk's time which had been spent sorting out the bank's error. She also offered to provide a bottle of champagne for the summer event raffle by way of an apology. It was agreed that the clerk would write and thank the employee for her assistance and the champagne. vii) Came & Co. quoted £380.33 for the insurance renewal which could be reduced to £361.31 if the council agreed to a new Long Term Agreement (LTA). An alternative quote of £353.08 has been received and Came & Co have agreed to match this. With the LTA discount this would come down to £335.35. Last year's premium was £370.18. The councillors agreed to renew with Came & Co for £335.35 and this will be put on the June agenda for payment. Cllr Stephen thanked the clerk for her work on the finances.

32/15

Payments: the following payment were presented and approved with Cllr Bussell proposing and Cllr Early seconding the motion:

i) St Margaret's Hospice £50 – this is a donation in lieu of the internal audit fee. The councillors asked the clerk to write to Mr. Lucas and thank him. ii) Nick Weber £115.44 for mower service and fuel and the new gate for the playing field. iii) Maureen Randell £25.63 for home office expenses as agreed plus paper and stamps. iv) Somerset Association of Local Councils £128.48 for annual membership fee.

33/15

Parish Plan: Cllr Bussell was willing to continue as the council representative. He said he would be attending the next meeting and would remind the committee to send a copy of the minutes to the clerk.

34/15

Entertainments Committee: i) the Fun Day has been re-scheduled for 4th July and will have an American Theme. ii) a representative will be appointed at the next meeting when there will be more councillors present. iii) the Terms of Reference have not yet been signed by the chairman of the Entertainments Committee so adoption of them was deferred. iv) the councillors noted the scale of hire charges for the tentage. v) the budget for the Meet & Music evening was considered and approved with Cllr Early proposing approval and Cllr Bussell seconding the motion.

- 35/15 Community Speed Watch Report:** it was agreed that the clerk would liaise with Andy Sinclair for Speed Watch reports for the time being. It was noted that speeding was still an issue. The team continue to run sessions but these are fewer due to a shortage of volunteers.
- 36/15 Parish Ranger Report:** The ranger visited the parish on 23rd April and as well as his regular tasks he had cleared weeds from the Village Hall area, sprayed the edges of the playing field and the moss on Weston Close pavements. He had also strimmed the verge opposite Hyde Park, at the bottom of Chinnock Hollow and in the playing field. He would be in the parish again on 18th June when he would strim the verges at Badgers Cross. The resident present advised that there is a slab on the Odcombe Road which has been reported. The ranger will remove this if it is still there on 18th. It was agreed to defer the appointment of a representative until the next meeting when more councillors will be present.
- 37/15 Highways Report:** Cllr Stephen agreed to be the Highways representative. The clerk handed him a folder of contacts and correspondence that Rozanna Carter had prepared. It has been reported that the traffic calming measures are forcing the large volumes of heavy lorries and agricultural vehicles closer to the kerb leading to the deterioration of the ancient garden wall outside Fordhay House and increased wear and tear on tractor tyres. Cllr Stephen agreed to follow this up. There have also been reports that bikes and some cars are travelling on the wrong side of the bollards to overtake cars adhering to the speed limit. If any resident sees this they should report it to the police.
- 38/15 Rights of Way Report:** Cllr Bussell said he would take responsibility for this area. He will liaise with Bruce Murdoch. Cllr Bussell said that there was no right of way giving safe passage to Cott Farm. It is possible to get a permissive pathway where a landowner gives permission rather than a formal right of way. He will find out who the relevant landowners are
- 39/15 Play Area Report:** Cllr Early said she would take responsibility for the play area. She will liaise with Nick Weber. Mr Weber sent a note to say that he had obtained the granules needed to repair the play surface and this would be done shortly. He has serviced the mower and advised that maintenance work on the deck later in the year is likely to cost £300 (approx.). It was agreed that the unused budget for election costs could be re-allocated to cover this.
- 40/15 Items of Report:** Cllr Stephen advised that he has booked to go on a South Somerset Working Together event about working towards a sustainable Health Service. It was noted that the drainage grids opposite Broad Lane had been cleared.
- 41/15 Next Meeting:** will be on Monday 1st June, 2015

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.net>

EAST CHINNOCK PARISH COUNCIL
June 2015 MEETING AGENDA

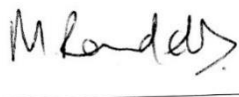
To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 1st June, 2015, 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. To welcome new Cllr Paul Taylor and for him and Dr John Cox to sign their Acceptance of Office Forms
2. Apologies for absence.
3. Declarations of interest and to receive any written requests for DPI dispensations.
4. To sign as a correct record the minutes of the last meeting held on 18th May, 2015. Draft minutes have been circulated.
5. Matters arising from the minutes.
6. District Councillor's report.
7. County Councillor's report.
8. Planning applications: none
9. Clerk's report & correspondence:
 - i) Casual Vacancy
 - ii) Portman Arms
 - iii) Emergency Plan
 - iv) Dog Waste Bin
10. Finance:
 - i) To note that the Annual Return paperwork has been submitted for external audit.
 - ii) Bank Signatories
11. Payments to approve:
 - i) Anne Hallett £400 for Meet & Music Float
 - ii) Glastonbury Ales £98.40 for Meet & Music event beer
 - iii) Clerk's salary and expenses £861.66
 - iv) The Broker Network (Came & Co.) £335.35 for insurance renewal premium
 - v) Somerset Playing Fields Association £10 annual membership fee.
 - vi) Cox & Co £24.00 payroll direct debit.To note £10 received for skittles hire and £20 for Chimes advert.
- 12) Parish Plan report
- 13) Entertainments Committee:
 - i) Report
 - ii) To consider and approve budget for the Fun Day.
 - iii) To appoint a council representative.
14. Community Speed Watch report.
15. Parish Ranger:
 - i) To appoint a representative
 - ii) Report
16. Highways report.
17. Play Area report.
18. Rights of Way report.
19. Items of report.
20. To agree date of next meeting.



Maureen Randell
Clerk to East Chinnock Parish Council

Draft
EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 1st June, 2015 starting at 7.30pm in the Village Hall.

Present	Chairman Cllr Ian Stephen
Councillors	Dr John Cox, Mike Bussell, Helen Early and Paul Taylor
Officer	Maureen Randell
District Councillor	Ric Pallister (part of meeting)

Public Question Time: There was one resident present who said that the dead tree that the WI were going to replace has now sprouted new growth. They wished to plant a tree to commemorate the WI centenary so the clerk was asked to write to them and say that their centenary tree could be planted by the new seat.

- 42/15** The chairman welcomed new councillor Paul Taylor to the council and he and Cllr Cox signed their Acceptance of Office Forms.
- 43/15** **Apologies for absence:** None
- 44/15** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 45/15** **Minutes of the last meeting:** Cllr Early proposed and Cllr Bussell seconded the motion, with all in favour, that the minutes, having previously been circulated, be signed by the Chairman as a true record of the May meeting.
- 46/15** **Matters arising:** it was agreed that these would be dealt with under the relevant sections of the meeting.
- 47/15** **District Councillor's Report:** Cllr Pallister stated that the elections had left no party with an overall majority but the Liberal Democrats as the party with the most seats has formed an alliance with the independent councillors to run the District Council. Cllr Stephen congratulated Cllr Pallister on being elected leader of the council. Cllr Pallister reminded everyone that if there were any problems in the village residents should contact him as their ward representative and he would endeavour to help. He said that he expected that the new government would be looking to push local councils into partnership arrangements to deliver their services and would almost certainly implement further cuts in the council's funding.
- 48/15** **County Councillor's Report:** none received
- 49/15** **Planning Applications:** the clerk reported receipt of the notice that Planning Application No. 15/1546/LBC for replacement windows at Swallow Cottage, College had been granted.
- 50/15** **Clerk's report and correspondence:** i) the clerk reported that the vacancies on the council had been advertised in the Chinnock Chimes and on the village website but no-one had come forward. Cllr Early said that she knew of a couple of people who might be interested and she would speak to them. ii) The East Chinnock Community Land Trust (ECCLT) has been incorporated and the chairman has advised that a public meeting will be organised shortly to encourage more people to become members and to appoint extra board members. Negotiations between Stonewater Housing Association and the owners of The Portman Arms are ongoing. iii) the clerk advised that she was awaiting confirmation from the existing members of the Emergency Management Team that they were willing to continue in their roles and hoped to have an up to date Emergency Plan ready for the next meeting. iv) the clerk had emailed Streetscene regarding an additional dog waste bin but had not yet received a reply. v) the clerk had received details of a defibrillator training and information evening at Hardington Village hall on 11th June and Cllr Cox agreed to attend and report back to the council. Cllr Pallister left the meeting.
- 51/15** **Finance:** i) the cllrs noted that the Annual Return paperwork had been submitted for external audit. ii) the clerk advised that Cllr Bussell had been added as a bank signatory.
- 52/15** **Payments:** the following payments were presented and approved with Cllr Cox proposing and Cllr Bussell seconding the motion with all in favour:-
i) Anne Hallett £400 for the Meet & Music Float. ii) Glastonbury Ales £98.40 for Meet & Music event beer. iii) M Randell £861.66 for clerk's salary & expenses. iv) The Broker Network £335.35 for insurance renewal premium. v) Somerset Playing Fields Association £15 for annual membership fee.
The councillors noted that £10 had been received for skittles hire and £20 for a Chimes Advert.

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- 53/15 Parish Plan:** Cllr Bussell has spoken to the Parish Plan Group and they will be having a meeting shortly. The minutes will be forwarded to the council. He had circulated a copy of the parts of the plan completed so far and it was apparent that quite a lot had been accomplished. The group were currently looking into the possibility of organised a permissive pathway to link a public pathway to Cott Farm which would provide a safe walking environment for villagers wishing to get to the shop at Cott Farm.
- 54/15 Entertainments Committee:** i) there was nothing to report as there has not been a meeting since the last council meeting. ii) Cllr Taylor agreed to be the council representative on the Entertainments Committee. His appointment was proposed by Cllr Bussell and seconded by Cllr Cox with all in favour. iii) Cllr Cox proposed and Cllr Early seconded with all in favour that the budget of £150 cash float be accepted for the Summer Fun Day.
- 55/15 Community Speed Watch Report:** nothing to report
- 56/15 Parish Ranger Report:** i) Cllr Cox agreed to be the council representative. His appointment was proposed by Cllr Taylor and seconded by Cllr Early. The previous representative Cllr Stephen said he would forward all his information to Cllr Cox. The ranger is next in the village on 18th June so councillors needed to contact Cllr Cox if they saw anything that the ranger could attend to on that date.
- 57/15 Highways:** i) Cllr Stephen advised that the post construction speed survey data was still being collated. Once this arrives we can see if the traffic calming measures have had any effect on the speeding. The temporary Speed Indicator Device scheduled to be in the village last week had to be cancelled and the County Council will advise once a new date has been arranged. Cllrs Early and Taylor advised that they have witnessed vehicles overtaking on the wrong side of the pedestrian refuges. Cllr Stephen said that anyone seeing this should try and get registration numbers and photographs if possible.
ii) Cllr Stephen said that he had been to see the owners of Fordhay Farm who thought that deterioration of their ancient boundary wall was being caused by large vehicles having to drive closer to the kerb because of the pedestrian refuge in the middle of the road. He advised the owners to contact their insurers and to take photographs over a period to see how the deterioration progresses. The resurfacing of the road had altered the camber slightly which wasn't helping.
iii) Cllr Stephen had visited the owner of the overhanging hedge by the bus stop and had been assured that it would be attended to shortly.
- 58/15 Play Area Report:** nothing to report.
- 59/15 Rights of Way Report:** nothing to report
- 60/15 Items of Report:** Cllr Early asked what representatives were still required so that she could advise the prospective councillors. Cllr Stephen said that the council usually had two members on the Entertainments Committee and also needed a Community Speed Watch representative. Cllr Taylor asked if the council had a Crime Liaison representative. Cllr Bussell said that PCSO's reported very little crime in the area so there had been no need to appoint anyone. Cllr Stephen said that the Kurling Group who met in the village hall had asked if they were covered by the council insurance and the clerk agreed to write and ask the council's insurers. Cllr Stephen advised that he had been unable to attend the South Somerset Together meeting on Working Towards a Sustainable Health Service but he had contacted the organisers and they will send copies of the notes from the meeting. He will circulate them when he receives them.
- 61/15 Next Meeting:** will be on Monday 6th July, 2015

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.net>

**EAST CHINNOCK PARISH COUNCIL
JULY 2015 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 6th July, 2015, 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 sign as a correct record the minutes of the last meeting held on 1st June, 2015. Draft minutes have been circulated.
4. Matters arising from the minutes
 - i) report on defibrillator meeting
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: none
8. Clerk's report & correspondence:
 - i) Casual Vacancy
 - ii) Portman Arms
 - iii) Emergency Plan
 - iv) Dog Waste Bin
 - v) South Somerset Together
9. Finance: to approve Annual Risk Assessment.
10. Payments to approve:
 - i) Anne Hallett £150 for Fun Day Float
 - ii) S. Saunders £130.60 for Meet & Music event meat
 - iii) A. Gliddon £296.79 for wine for Meet & Music event
 - iv) EC Village Hall £97.50 for hire charges for Post Office outreach service
 - v) EC Village Hall £132.00 for hire charges for Council Meetings
 - vi) EC Village Hall for £33.00 for hire costs for meetings regarding The Portman Arms
 - vii) SSDC £62.87 for Chinnock Chimes printing costs.
 - viii) Greenslade Taylor Hunt £20.00 for Playing Field Rent.
 - ix) EC Village Hall for £25 for hire of tables for Meet & Music eventTo note £40 received for Chimes adverts.
11. Parish Plan report
12. Entertainments Committee
 - i) Report
 - ii) Adopt Terms of Reference
13. Community Speed Watch report.
14. Parish Ranger report.
15. Highways report.
16. Play Area report.
17. Rights of Way report.
18. Items of report and items for The Chinnock Chimes.
19. To agree date of next meeting.



Maureen Randell
Clerk to East Chinnock Parish Council

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EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 6th July, 2015 starting at 7.30pm in the Village Hall.

Present	Chairman Cllr Ian Stephen
Councillors	Dr John Cox and Paul Taylor
Officer	Maureen Randell

Public Question Time: There were four residents present. Alison Suter from the Community Speed Watch asked about the post construction speed survey. Cllr. Stephen said that The County Council have stated that the post construction speed survey indicated slightly lower speeds after the traffic calming measures were put in place. Cllr. Stephen had obtained a full breakdown of the speed survey figures and these have been forwarded to the Speed Watch team. The recent SID installations showed insufficient numbers of speeding vehicles to qualify for a permanent installation. In the current economic climate it is unlikely that The County Council could be persuaded to sanction any further permanent traffic calming measures. It was reported that drivers were still overtaking on the wrong side of the pedestrian refuges. Cllr. Stephen re-iterated that there needed to be photographic evidence and preferably number plates taken of vehicles driving dangerously through the village.

Mark Joliff, the Chairman of The East Chinnock Community Land Trust (ECCLT) gave a short report on the current situation. A public meeting had been arranged for Thursday 9th July at 7.30pm in the village hall for the board to update the village. Unfortunately the leaflet for this stated that the Parish Council would be hosting the event rather than the board of ECCLT and Mr. Joliff apologised for this. He said that negotiations between the agent for Marston's and Stonewater Housing Association were making little progress and as a result the board were considering contacting Marston's directly.

62/15 **Apologies for absence:** Cllrs. Bussell and Early.

63/15 **Declarations of Interest and to receive any written requests for DPI dispensation:** none

64/15 **Minutes of the last meeting:** Cllr Cox proposed and Cllr Taylor seconded the motion that the minutes be signed by the Chairman as a true record of the June meeting.

65/15 **Matters arising:** Cllr. Cox reported that he had attended the meeting at Hardington Mandeville about their defibrillator. The cost is about £1,500 and Hardington had a grant of half the cost from the District Council. He said the statistics say that there will be one event where the machine would be used per year per 600 people which equates to about once every eighteen months in the village. He said it seems a good machine and is easy to use. Hardington's Village Hall has a covered open entrance area which is an ideal location but he was not certain where would be suitable in the village. He agreed to do some research into this and report back to the September meeting.

66/15 **District Councillor's Report:** Cllr Pallister sent his apologies and a message to say that he had nothing significant to report.

67/15 **County Councillor's Report:** none received

68/15 **Planning Applications:** none received.

69/15 **Clerk's report and correspondence:** i) One of the residents present had come to observe the meeting with a view to applying for co-option. The clerk was asked to send him some information. ii) The chairman of the ECCLT had given an update during the public section of the meeting. Cllr. Taylor is also on the board and reminded the council that whilst The Portman Arms is the focus at the moment the Community Land Trust will continue after that has been settled and will be looking for ideas for future projects. iii) the finalised Emergency Plan had been circulated and Cllr Cox proposed the motion that it be approved. This was seconded by Cllr Taylor. iv) the clerk had emailed Streetscene again regarding an additional dog waste bin but had not yet received a reply. Cllr Cox said that the ranger had confirmed that emptying dog bins was beyond his remit. v) Cllr Stephen said that he is attending the AGM of South Somerset Together on 9th July and will bring a report to the September meeting. Cllr Cox agreed to look at the seminar notes from the recent Health session and see if there was anything of interest to the village. vi) The clerk had been asked to look into the possibility of the council's insurance covering the activities of the Kurling Group. She said that the Insurers had advised that the council insurance can only cover council activities and not independent groups. If the Kurling Group became a sub-committee of the Entertainments Committee they would be covered. For this they would need Terms of Reference from the council and they would have to have regular

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minuted meetings with elected officers and keep formal accounts. The minutes would need to be passed to the council and the accounts presented for approval.

- 70/15 Finance:** The Annual Risk Assessment had been circulated and Cllr. Cox proposed that this be approved with Cllr. Taylor seconding the motion.
- 71/15 Payments:** the following payments were presented and approved with Cllr Taylor proposing and Cllr. Cox seconding the motion:-
i) Anne Hallett £150 for the Fun Day Float. ii) S. Saunders £130.60 for Meet & Music event meat iii) A. Gliddon £296.79 for wine for Meet & Music event iv) EC Village Hall £97.50 for hire charges for Post Office outreach service v) EC Village Hall £132.00 for hire charges for Council Meetings vi) EC Village Hall for £33.00 for hire costs for meetings regarding The Portman Arms vii) SSDC £62.87 for Chinnock Chimes printing costs. viii) Greenslade Taylor Hunt £20.00 for Playing Field Rent. ix) EC Village Hall for £25 for hire of tables for Meet & Music event.
The councillors noted that £40 had been received for a Chimes Advert.
- 72/15 Parish Plan:** Cllr Bussell had sent a report saying that the committee have lost some members due to other commitments but the remainder are working hard towards producing a completed draft plan. They hope to have this ready shortly and will be distributing it to all villagers for their comments and suggestions. This feedback will then be incorporated and a final document produced. The council budget includes an amount for the printing of the plan.
- 73/15 Entertainments Committee:** Both the Meet & Music and Fun Day were blessed with good weather and were enjoyed by all who attended. Both events made a profit, with the total for the two being around £350. Cllr. Taylor agreed to give The Chinnock Chimes a short account on both events. The scarecrow competition proved very popular and the committee will look to making this an annual event. The councillors said they wished to record their thanks to all those who had worked hard to make the events successful. It was agreed that the Terms of Reference would be dealt with at the September meeting.
- 74/15 Community Speed Watch Report:** This has been covered under the public section of the meeting.
- 75/15 Parish Ranger Report:** Cllr Cox reported that the ranger had completed all his tasks bar the strimming at Cleaves Track which will be added to his next visit. Cllr. Cox was advised that a resident had pointed out that vegetation from a neighbouring garden was coming through the fence on the right hand side of the Playing Field. It was agreed to add this to the list for the ranger's next visit.
- 76/15 Highways:** The traffic calming issue had been covered in the public section of the meeting. Cllr Stephen reported that the deterioration in the wall at Fordhay has been reported to the County Council. The noisy grid in The Hollow is awaiting attention. The clerk said that there was a pothole towards the top of The Hollow.
- 77/15 Play Area Report:** Cllr. Early sent a report stating that the rearmost seat on the rocking rocket equipment needed a small repair which Roy Early would attend to in the absence of Nick Weber.
- 78/15 Rights of Way Report:** Cllr. Bussell sent a report saying that he had taken over from Bruce Murdoch as the Parish Path Liaison Officer (PPLO). Cllr. Bussell has recently undertaken a survey of Bridleways and Byways on behalf of South Somerset Bridleways Association to ensure that all are passable on horseback and waymarked. All are fine except that the waymarker for Bridleway Y8/17 by the sub-station has been moved and is now leaning against the Western Power fence. With regard to the proposed permissive pathway to Cott Farm enquiries are ongoing into the ownership of the land.
- 79/15 Items of Report:** Cllr. Stephen reported that he had attended a course on Planning which had been very interesting: the presentation slides had been circulated. He had also attended a seminar on Digital Inclusion and the presentation slides had been circulated. The village already has a very good website and Facebook page produced by Roger and Julie Jewell and he reported that he had reservations about the security and relevance of a Parish Twitter account.
- 80/15 Next Meeting:** will be on Monday 7th September, 2015

There being no further business the Chairman closed the meeting at 9.05pm

Signed (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL
SEPTEMBER 2015 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 7th September, 2015, 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 co-opt David Tuck.
4. To sign as a correct record the minutes of the last meeting held on 6th July, 2015. Draft minutes have been circulated.
5. Matters arising from the minutes:
 - i) Defibrillator update.
 - ii) South Somerset Together AGM report
6. District Councillor's report.
7. County Councillor's report.
8. To note the following Planning applications and Decisions:
 - i) Application No. 15/03759/FUL for the erection of 2 single storey extensions and the demolition and replacement of the existing garage plus add a conservatory at Brierley, Forge Lane.
 - ii) Application No. 15/02816/COL for the erection of a single storey detached snooker room/gym.
9. Clerk's report & correspondence:
 - i) Transparency Code
 - ii) Kurling Group
 - iii) Wheelie Bin Stickers
10. Finance:
 - i) to note that the Audit has been completed
 - ii) to note that the annual VAT refund paperwork has been submitted to reclaim £1,466.48
11. Payments to approve:
 - i) Wicksteed Leisure Ltd. for £152.34 for new seat for play equipment
 - ii) Grant Thornton £120.00 for external audit fee.
 - iii) Clerks quarterly salary and expenses £816.57.
 - iv) SSDC £97.26 for printing of Chimes and Community Land Trust Membership Forms.
 - v) The Play Inspection Co. Ltd. for £75.00 for the annual inspection of the play area.To note:
 - i) SSDC grant of £500 for ECCLT set up cost has been received and paid to Wessex Reinvestment Society Ltd. on their behalf.
 - ii) £100 compensation has been received from Lloyds Bank.
 - iii) £10 has been received for skittles hire.
12. Parish Plan report
13. Entertainments Committee: report
14. Community Speed Watch report.
15. Parish Ranger report.
16. Highways report.
17. Play Area:
 - i) to discuss inspection report and agree action.
 - ii) to discuss play area fencing and agree action.
18. Rights of Way report.
19. East Chinnock Community Land Trust report
20. Items of report.
21. To agree date of next meeting.

*Maureen Randell
Clerk to East Chinnock Parish Council*

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 7th September, 2015 starting at 7.30pm in the Village Hall.

Present Chairman Cllr Ian Stephen
Councillors Mike Bussell, Dr John Cox, Helen Early and Paul Taylor
Officer Maureen Randell

Public Question Time:

There were four members of the public present. Alison Suter asked about the future of the Speed Watch group. She said that there was a dwindling band of volunteers and no-one was able to take on the role of co-ordinator. Cllr. Stephen said that PC Purcell, the local beat officer had indicated that he was willing to come and talk about the village traffic concerns and would hopefully be coming to a coffee morning shortly. The clerk agreed to contact Alison Suter when a date had been arranged so that she could come along and see if he had any suggestions about CSW.

81/15 Apologies for absence: none

82/15 Declarations of Interest and to receive any written requests for DPI dispensation: none

83/15 Co-option: Cllr. Cox proposed the motion that David Tuck be co-opted onto the council. This was seconded by Cllr. Taylor with all in favour. Mr. Tuck signed The Acceptance of Office Form and agreed to complete the Register of Interest Form and pass it to the clerk before the next meeting. Cllr. Tuck agreed to join the Entertainments Committee.

84/15 Minutes of the last meeting: Cllr Cox proposed and Cllr Taylor seconded the motion that the minutes be signed by the Chairman as a true record of the July meeting.

85/15 Matters arising: i) the Hardington Mandeville defibrillator was part funded by the District Council and District Councillor Pallister said that he would ask Andrew Gillespie, the Area West Development Manager if there was any possibility of East Chinnock receiving a similar grant. He said that he knew funding was tight and the District Council would expect the parish to raise at least 50% of the cost which would be around £1,500. This could be funded by raising the parish precept and/or by fundraising. Cllr. Cox said statistically a heart attack was likely to happen every eighteen months to two years. It was agreed that Cllr. Cox would write a short piece for The Chimes and do some further research. The councillors decided that they would look at this again when they had found out if the District Council would make a contribution and if there was any feedback from the parishioners.

ii) Cllr. Stephen reported that South Somerset Together aims to improve the quality of life in South Somerset. Their main priorities are building community resilience by helping individuals and communities to do more things for themselves and others and improving the skills of the workforce. They are also looking at ways to ensure rural housing meets local needs and improving transport links and access to services. Full details can be found on their website at www.southsomersettogether.org.uk

86/15 District Councillor's Report: i) £2.7m will be needed by the Somerset Rivers Authority each year for flood mitigation work. This represents a 2% increase in the District and County Council Tax charges. The preferred option for most councils is that the SRA should be a separate precepting body similar to the Police and Fire Authorities. This way the costs will be shown as a separate item on the bills.

ii) SSDC is seriously considering taking over the Westlands Sports and Leisure complex to prevent the permanent closure of the facilities. A final decision is likely to be taken in late October when they have had chance to evaluate the cost implications.

iii) The government have indicated that preference for new funding is more likely be given to projects on a regional basis. SSDC are therefore investigating forming a partnership with other Somerset Councils. This would also achieve savings to offset further cuts to government funding which are expected to be at least 25%.

Cllr. Pallister left the meeting.

87/15 County Councillor's Report: none received. It was noted that County Councillor Fysh had not attended a meeting or sent a report since March. The councillors expressed their disappointment and asked the clerk to draft a strongly worded letter of dissatisfaction.

- 88/15 Planning Applications:** i) Application No 15/03759/FUL for the erection of two single storey extensions, the demolition and replacement of the existing garage and the addition of a conservatory at Brierley, Forge Lane had been circulated. The councillors had no objections and the clerk had written to the Planning Department accordingly. ii) Application No. 15/02816/COL for the erection of a single storey detached snooker room/gym was circulated. This was for information only as it related to the granting of a Lawful Development Certificate.
- 89/15 Clerk's report and correspondence:** i) the clerk reported that the extra information required under The Transparency Code for smaller councils had been passed to the Jewells to be published on the website. As a result of the increased requirements they need to increase their capacity which will increase the web hosting costs from £29.99 to £49.99 per annum, with a domain name charge of £8.98 per annum. SALC have issued a claim form for funding that should be available for the additional costs involved in complying with the Code. A member of the public suggested that any claim for funding should include training costs so that if the Jewells were unable to continue someone would have the skills to take over.
ii) the Kurling group wish to become a sub-committee of the council to avail themselves of the council insurance for their activities. They have signed a Terms of Reference and it was proposed by Cllr. Taylor and seconded by Cllr. Cox that this be adopted by the council and signed by the chairman. They have passed their cash in hand surplus funds of £36.43 to the clerk for banking.
iii) after discussion it was agreed not to proceed with the wheelie bin speed stickers.
- 90/15 Finance:** i) the councillors noted that the External Audit had been completed. Grant Thornton had written to say that the section of the Annual Return relating to assets should include all assets and not just land and buildings as had previously been thought.
ii) the councillors noted that the annual VAT refund paperwork had been submitted to reclaim £1,466.48.
- 91/15 Payments:** the following payments were presented and approved with Cllr. Early proposing and Cllr. Cox seconding the motion:-
i) Wicksteed Leisure Ltd. for £152.34 for a new seat for the rocking rocket play equipment.
ii) Grant Thornton for £120.00 for external audit fee. iii) Clerk's quarterly salary and expenses including half yearly holiday pay £816.57. iv) SSDC for £97.26 for printing of The Chimes and ECCLT membership forms. v) The Play Inspection Co. Ltd. for £75.00 for the annual inspection of the play area.
The council noted that: i) the SSDC grant of £500 for the ECCLT set up cost had been received and paid to Wessex Reinvestment Society on their behalf. ii) £100 compensation had been received from Lloyds Bank to cover the costs incurred and inconvenience when they made a series of errors. iii) £10 has been received for skittles hire.
- 92/15 Parish Plan:** Cllr. Bussell reported that work on this was ongoing and the group hoped to the Draft Plan ready for the end of the month.
- 93/15 Entertainments Committee:** the Summer Fun Day made a profit of £54.46 and the Meet & Music event made a profit of £303.40. The clerk was asked to write to the Committee thanking them for all their efforts in running two successful summer events. The next meeting of the committee is on 10th September when they will be discussing Bonfire Night.
- 94/15 Community Speed Watch Report:** This has been covered under the public section of the meeting.
- 95/15 Parish Ranger Report:** Cllr Cox reported that the ranger had done a good job and completed all his tasks. The next visit is on 15th October and he asked the councillors to let him know if there was anything that needing adding to his list.
- 96/15 Highways:** Cllr Stephen said that there had been a couple of serious accidents on the parish boundary over the summer but thankfully no-one had been seriously hurt. The Highways department continued to be efficient at dealing with potholes etc. and he asked everyone to let him know if they spotted any areas that needed attention.
- 97/15 Play Area Report:** i) Cllr. Early said that the inspection report had highlighted a number of minor issues but nothing had been marked as serious. She said that most of the equipment really needed updating and Cllr. Bussell said that this was something the Parish Plan group had highlighted as well. There is a lot of grant money available for play equipment and it was agreed that this could be looked into when the Parish Plan had been completed. Cllr. Early said she kept a log of regular inspections and repairs etc. as suggested by the council's insurers. The rocking rocket seat had been repaired by Cllr. Early's husband and the councillors asked her to

pass on their thanks. The Play Inspection Co. had sent repeat order form for next year's inspection and if the council agreed to use them the price would be the same as this year. Cllr. Early proposed and Cllr. Cox seconded the motion that the council accept this.

ii) Cllr Early has looked at the fencing and her husband can add the extra fencing but he will need help. Cllr Taylor agreed to help. Cllr. Early will get quotes for the materials required and bring details to the next meeting.

98/15 Rights of Way Report: With regard to the proposed permissive pathway to Cott Farm Cllr Bussell said he had applied to the Land Registry and now had details of the owners of all the land. He agreed to contact them and see if they were willing to co-operate and will report back.

99/15 ECCLT: Cllr. Taylor said that the CLT and Stonewater had had what they thought were very positive negotiations with Marston's and had submitted a good offer before the deadline. However, Marston's had rejected their offer and sold to an unknown third party as soon as the moratorium ended. District Councillor Pallister had asked Marston's to explain why they had rejected their offer and their answer was awaited. He had also written to the Secretary of State saying that the legislation as it stood was proving not to be as effective as was hoped in aiding the retention of community assets and The Secretary of State had replied that the government were monitoring the situation.

Cllr. Taylor said that the CLT were disappointed at the outcome. There will be a general meeting of shareholders on 24th September where a new board will be elected as required by legislation. He said he was sure the new board will be looking at alternative projects for the benefit of the village. The Councillors thanked the CLT board for their hard work.

100/15 Items of Report: Mrs. Carter (Highways representative on the previous council) had forwarded a copy of a letter she sent in July on the retirement of David Durrant from the Highways Department, thanking him and the rest of the department for their help with Highway matters during her tenure with the council.

101/15 Next Meeting: will be on Monday 5th October, 2015

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.net>

**EAST CHINNOCK PARISH COUNCIL
OCTOBER 2015 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 5th October, 2015, starting at 7.30pm in the Village Hall.

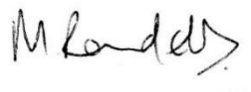
Public Question Time:- 15 minutes for parishioners to ask questions or raise matters of concern.

AGENDA

1. Apologies for absence.
2. Declarations of interest and to receive any written requests for DPI dispensations.
3. To sign as a correct record the minutes of the last meeting held on 7th September, 2015. Draft minutes have been circulated.
4. Matters arising from the minutes:
 - i) Defibrillator update.
 - ii) Marcus Fysh correspondence update.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications:
8. Entertainments Committee:
 - i) to adopt the Terms of Reference.
 - ii) to approve bonfire budget which has been circulated.
9. Clerk's report & correspondence:
 - i) Transparency Code
 - ii) Policing Priority Survey
10. Finance:
 - i) to note that the annual VAT refund of £1,466.48 has been received.
 - ii) to receive half yearly financial update.
 - iii) to discuss next year's budget
11. Payments to approve:
 - i) Village Hall for £97.50 for Post Office outreach.
 - ii) Nick Weber for £81.87 for mower fuel and parts.
 - iii) Clerks home office allowance and expenses £11.24
 - iv) Greenslade Taylor Hunt for £30 for playing field rent.
 - v) SSDC for £45.38 for Chimes printing costs.
 - vi) SLCC for £77.00 for annual membership fee.
 - vii) A. Gliddon for £1000.00 for bonfire fireworks
 - viii) A. Hallett for £320.00 for bonfire float.

To note:

 - i) a total of £80 has been received for Chimes adverts.
12. Parish Plan report.
13. Parish Ranger report.
14. Highways report.
15. Play Area:
 - i) to discuss the costing for the play area fencing
 - ii) report
16. Rights of Way report.
17. East Chinnock Community Land Trust report
18. Items of report.
19. To agree date of next meeting.



*Maureen Randell
Clerk to East Chinnock Parish Council*

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 5th October, 2015 starting at 7.30pm in the Village Hall.

Present Chairman Cllr Ian Stephen
Councillors Mike Bussell, Dr John Cox, Helen Early, Paul Taylor and Dave Tuck
Officer Maureen Randell

Public Question Time:

There were seventeen members of the public present, mostly, but not all, interested to hear about a proposed site for Housing in East Chinnock on the east side of College and north of Portman Terrace (BA22 9DY). Timothy Macbean (owner's architect) put the proposal to the meeting; Keith Raison (owner) and Shaun Pennell (builder) were also in attendance. Mr. Macbean had been advised by SSDC Development Control to approach ECPC about the potential demand for housing in the parish. Residents' concerns about the proposed development included the differing levels of neighbouring gardens, problems with surface water run-off, parking for additional residents, the access road capacity for large builder's vehicles and the likely extra residential traffic. The residents on the access road were also concerned about maintaining their right of way. District Councillor Pallister said that right of way issues were a civil matter and could not be considered by the council. He said that all new properties had to provide sufficient off road parking and Highways and Planning Departments would consider all other concerns if and when any planning application is submitted at which time all residents will be able to send their comments for consideration. Cllr. Stephen said, in answer to Mr. Macbean's question, that the village had established a need for more affordable housing and that is why the ECCLT had been set up.

102/15 **Apologies for absence:** none

103/15 **Declarations of Interest and to receive any written requests for DPI dispensation:** Cllr. Stephen declared an interest in St Mary's Church application for an increase in the churchyard grant which would be discussed as part of the clerk's report section.

104/15 **Minutes of the last meeting:** Cllr Cox proposed and Cllr Taylor seconded the motion that the minutes be signed by the Chairman as a true record of the September meeting.

105/15 **Matters arising:** i) District Councillor Pallister said that he had checked and SSDC have given seven grants for defibrillators with an average grant of 41% of the cost. The Parish Council would have to raise at least half of the cost and this could be done by adding it to the precept. He said that he had been advised that there were a number of types available with the Green Box system that Hardington Mandeville being the most expensive. It was agreed that Cllr. Cox would investigate the cheaper alternatives and report back to the next meeting.
ii) A letter expressing dissatisfaction with County Councillor Marcus Fysh's non-attendance and lack of input since March 2015, had been agreed by the councillors and sent (17th September). An email acknowledgement was received by Cllr Stephen from Amanda Broom (Communications Manager for Marcus Fysh MP) on 22nd September, enclosing 'Marcus's monthly report' for August/September, a letter, to the Coker division, stating Cllr. Fysh's intention to remain as a County Councillor and an invitation to the chairman and clerk to a meeting on 14th November to discuss current issues. Cllr. Stephen was disappointed not to receive a direct acknowledgement of the council's letter of complaint, including an apology and that a 'problem with the Parish Council email address' was being used as an excuse to explain the delay. Cllr. Cox strongly reiterated ECPC serious concerns about Cllr. Fysh's performance; asking Coker Division Parish Councils to liaise with another County Councillor, as had been suggested, was totally unacceptable; he should present himself in person. Apparently other parish councils had also complained about this lack of representation, but the rules allow Cllr. Fysh to attend one meeting every six months to continue as a County Councillor and claim his allowances.

10615 **District Councillor's Report:** Cllr Pallister said that the public support for the proposed SSDC take-over the Westland Sports and Leisure Complex had been overwhelming and a final decision would be made next week. He was hopeful that this would be agreed as he felt it would be an asset to the community; if the conference side was promoted it could well cover its running costs in due course. Cllr. Pallister left the meeting.

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- 107/15 County Councillor's Report:** the following points have been taken from the County Councillor's report for the Coker Division for August/September: i) planning for the upgrade of the A303 is underway. ii) the Somerset Choices (www.somersetchoices.org.uk) website is now live and gives access to information on items such as care homes, help at home, mobility equipment, lunch clubs, local services and groups etc. iii) discussions are taking place regarding the possibility of pursuing devolved powers, particularly for skills and transport funding. iv) Highways are planning to relaunch the Small Improvement Scheme Programme and suggestions are invited. v) a contract has been awarded, on a largely payment by results basis, to recruit 50 permanent workers by next April for the Children's Service.
- 108/15 Planning Applications:** it was noted that Application No 15/03759/FUL for the erection of two single storey extensions, the demolition and replacement of the existing garage and the addition of a conservatory at Brierley, Forge Lane had been granted.
- 109/15 Entertainments Committee:** i) Cllr. Cox proposed and Cllr. Taylor seconded the motion that the Entertainments Committee Terms of Reference be adopted. ii) Cllr. Taylor proposed and Cllr. Cox seconded the motion that the bonfire budget, which had previously been circulated, be accepted.
- 110/15 Clerk's report and correspondence:** i) the completed application form for a grant to fund the additional costs to implement the Transparency Code had been circulated and it was agreed by the councillors that this should be submitted. The councillors expressed their thanks to the clerk for the extra work undertaken for this. ii) Discussion of The Police Priority Survey highlighted that the most important issue for the village was speeding motorists, closely followed by the dangerous driving of motorcyclists and vehicles who were going on the wrong side of the traffic calming islands in order to overtake. The third issue was rural theft from farms and outlying houses. iii) the clerk had received a letter from SSDC stating that the moratorium period for The Portman Arms had ceased leaving the owners free to market the property without restriction. It cannot be re-nominated as a Community Asset until 1st March, 2007. iv) a letter has been received from St Mary's church asking if the council would consider increasing the annual churchyard grant for the cemetery maintenance as the sum had not changed since 2009 and the annual cost was now in excess of the funds received. Cllr. Cox proposed that the budget for 2015-16 be increased by £30 to £430 and this was seconded by Cllr. Early. v) correspondence has been received from County Councillor Fysh inviting applications for a Health & Wellbeing Grant. This year they want to concentrate on alleviating rural loneliness and health inequality. The clerk was asked to check whether a grant could be used towards the cost of a defibrillator. Alternatively, it could be used towards the costs of a shelter on the play area as this would benefit all age groups and encourage people to use the area. It was agreed to look into the costs and designs. vi) the clerk had received a letter from South Somerset Area Highways saying that 20kg bags of de-icing material will be available for collection on Saturday 21st November. It was agreed that the clerk's husband would collect them.
- 111/15 Finance:** i) the councillors noted that the VAT refund of £1,466.48 had been received. ii) budget updates showing the actual spend to date versus the budgeted amount and the projected spend to the year-end had been circulated and were noted. iii) a draft budget for 2016/17 had been circulated and it was agreed that a separate budget meeting would be arranged for November to discuss this. In the meantime the councillors were asked to look at the initial figures and send any suggested amendments to the clerk so that these could be incorporated in draft produced for the budget meeting.
- 112/15 Payments:** the following payments were presented and approved with Cllr. Bussell proposing and Cllr. Cox seconding the motion:-
i) Village Hall for £97.50 for Post Office outreach. ii) Nick Weber for £81.87 for mower fuel and parts. iii) Clerks home office allowance and expenses £11.24 iv) Greenslade Taylor Hunt for £30 for playing field rent. v) SSDC for £45.38 for Chimes printing costs. vi) SLCC for £77.00 for annual membership fee. vii) A. Gliddon for £1000.00 for bonfire fireworks viii) A. Hallett for £320.00 for bonfire float.
It was noted that £80 had been received for Chimes adverts and the clerk was asked to write and thank the editor Alix Janes for her efforts.
- 113/15 Parish Plan:** Cllr. Bussell reported that work on this had been delayed due to childcare and work issues but the group hoped to have the Draft Plan ready for the end of the month.

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- 114/15 Parish Ranger Report:** Cllr. Cox said that the ranger would be in the village again on 15th October and asked if there were any extra tasks he should add to his regular list. It was suggested that the verge adjacent to Yews Farm, the A30 lay byes before Broad Lane and the sump by The Rookery at the top of Orchardleigh, needed to be checked.
- 115/15 Highways:** i) a temporary Flashing 30 sign (SID) was installed on the A30 from 15th to 29th September and showed that the median speed was 31mph with the 85thile speed being 37mph. As this is above the intervention level of 36mph the parish will continue to receive temporary SID installations. ii) Somerset Association of Local Councils are collecting information about the effects of large tractors driving through villages and has asked that anyone who has any concerns contact them on info@somerset-alc.org.uk. iii) Cllr. Stephen said he was impressed with Wessex Water's speedy response to the recent leaking manhole in Weston Street. iv) the SSDC street sweeper had been in the village in the previous week and done an excellent job and the County Highways department had recently undertaken extensive repair work to the Odcombe Road. v) Cllr Stephen said that he had effected a temporary repair to the loose slab at the Portman Arms bus stop and a permanent re-fixing should be made soon by Marston's. The question of providing a bus shelter at this location had been raised by a member of ECCLT but this could not be addressed until the new owner takes over the pub.
- 116/15 Play Area Report:** i) Cllr. Early said that the estimated cost for materials for the fence extension would be around £200. Her husband was willing to organise the job but would need assistance and Cllrs. Cox and Taylor said they would be happy to help. Cllr. Cox proposed that the materials be bought and this was seconded by Cllr. Taylor. It was agreed that Cllr. Early's husband would liaise with the others to arrange a date for the work to be done. ii) Cllr. Early advised that she had checked the play equipment and that there were no issues. She said that most of the equipment was dated and tatty and that the budget for the upkeep would need to be increased. It was suggested that updating the play area may be a project for ECCLT to take on.
- 117/15 Rights of Way Report:** i) with regard to the proposed permissive pathway to Cott Farm Cllr Bussell said he had spoken to the tenant who said that he did not think the owners would willing to co-operate but he will ask them. Cllr. Bussell asked him about the wooded area along the boundary and the tenant said that he did not think it was part of the land holding. Cllr. Bussell will investigate further as it might be possible to utilise this area for the pathway. ii) Cllrs. Stephen and Bussell had been to see a resident who was concerned about the pathway through the field south of the church being ploughed up. It was explained that, while the farmer had every right to plough his land he had fourteen days to re-instate any footpath to a flat and even surface. It was noted that the farmer had left a strip around the edge of the field and this was used by a number of the walkers. Cllr. Bussell agreed to monitor the situation.
- 118/15 ECCLT:** Cllr. Taylor reported that as required the board was dissolved at the recent meeting and a new board of seven members were elected. They will hold their first meeting on 6th October where the officers will be elected. Although The Portman Arms site is no longer available, the Trust will continue and the board will be looking at alternative projects.
- 119/15 Items of Report:** no-one had anything else to report.
- 120/15 Next Meeting:** will be on Monday 2nd November, 2015

There being no further business the Chairman closed the meeting at 9.28pm

Signed (Chair) Date.....

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

**EAST CHINNOCK PARISH COUNCIL
NOVEMBER 2015 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 2nd November, 2015, 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 sign as a correct record the minutes of the last meeting held on 5th October, 2015. Draft minutes have been circulated.
4. Matters arising from the minutes
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: to consider application no. 15/04786/FUL for two storey side extension to 2, Church Villas, High Street.
8. Entertainments Committee report
9. Clerk's report & correspondence:
 - i) defibrillator update
 - ii) to agree items for Police Priority Survey
 - iii) Health & Wellbeing Grant
 - iv) to agree items for the meeting with Marcus Fysh
10. Finance: to note that a budget meeting has been arranged for 18th November.
11. Payments to approve:
 - i) Roy Early £152.40 for playground fencing materials
 - ii) clerk's home office allowance and expenses £31.73
 - iii) St Mary's PCC £400 contribution towards cemetery maintenanceTo note that £100 had been received from HMRC.
12. Parish Plan report.
13. Parish Ranger report.
14. Highways report.
15. Play Area report
16. Rights of Way report.
17. East Chinnock Community Land Trust report
18. Items of report.
19. To agree date of next meeting.



*Maureen Randell
Clerk to East Chinnock Parish Council*

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 2nd November, 2015 starting at 7.30pm in the Village Hall.

Present Chairman Cllr Ian Stephen
Councillors Mike Bussell, Dr John Cox, Paul Taylor and Dave Tuck
Officer Maureen Randell

Public Question Time: There were three members of the public present. Maurice Jones had come to ask if the Kurling group could purchase a new target. Cllr. Cox proposed and Cllr. Taylor seconded the motion that this be agreed. He was asked him to obtain details of the supplier and cost to pass to the clerk for inclusion on the next agenda. He also gave the clerk £38 which had been collected as member's subscriptions. Bruce Murdoch had come about the parking on Weston Street. Cars are parking opposite the junction with Forge Lane which would make it difficult for a fire engine to turn into Forge Lane. Vehicles are also parking too close to the junction with the A30 and further down Weston Street where it is too narrow. Mr. Murdoch asked if the council could write to Highways asking for a white line opposite the Forge Lane junction to alert motorists not to park there. He also suggested that the parking situation might be eased if the tarmac could be extended up to boundary walls at this end of Weston Street to widen the road. Cllr. Bussell with Cllr. Cox seconding the motion that the council write to highways raising these points. Marianne Merchant asked if the hedge at the Lookout Point could be lowered for the view and Cllr. Cox agreed to include this on the ranger's list. The seat also needs re-varnishing and the council agreed to contact Mr. Templeman who donated it and normally deals with any refurbishment required.

- 121/15** **Apologies for absence:** Cllr. Early had sent her apologies. County Cllr. Fysh had previously advised that he would be unable to attend Parish meeting whilst Parliament is sitting.
- 122/15** **Declarations of Interest and to receive any written requests for DPI dispensation:** Cllr. Stephen declared an interest in the proposed payment to St Mary's Church under item 11iii).
- 123/15** **Minutes of the last meeting:** Cllr Taylor proposed and Cllr Cox seconded the motion that the minutes be signed by the Chairman as a true record of the October meeting.
- 124/15** **Matters arising:** any matters arising have been dealt with under the relevant headings.
- 12515** **District Councillor's Report:** i) District Cllr. Pallister said that further cuts are being made in government funding which will result in significant pruning in all departments and some redundancies. The District Council are currently working on a plan to set up a joint authority with Sedgemoor which will save around £1.5million. ii) He reported that around 350 people came to the meeting about Westlands and he anticipated that the takeover by the council will be finalised shortly. It is expected that grant funding will be available to upgrade some of the facilities and that eventually the complex will be self-financing. iii) Cllr. Pallister said that the government have recently indicated that if a Local Plan shows a parcel of land as being identified as potentially suitable for housing it will now be considered to have automatically been given planning permission which will make it difficult for the council to impose conditions and control the pace of development. iv) he also said that the government are taking money off Housing Associations which will restrict their ability to fund new affordable housing projects.
- 126/15** **County Councillor's Report:** County Cllr. Fysh had sent a written report with the following relevant points:- i) SCC is fighting for fairer funding for schools as Somerset is 135th out of 150 for pupil funding. ii) Armed Forces Community Covenant – this body makes grants and Somerset have so far received £400,000. Full details are available on the SCC website. iii) Youth Clubs – a new Benchmark quality standard has been introduced for the county's youth clubs so that parents and carers know that their youth club is safe, sustainable and 'young people friendly'. iv) families and practitioners are urged to share their experiences of the national Special Educational Needs and Disability reforms. Practitioners should use the following link <http://puttingpeoplefirst.limeask.com/index.php/947515/lang-en>. The parent's link is <http://puttingpeoplefirst.limeask.com/index.php/613286/lang-en>. A survey for the children and young people about their life and the support they get can be accessed at <http://puttingpeoplefirst.limeask.com/index.php/235254/lang-en>. v) the work on the Horsey roundabout is the first phase of the Yeovil Eastern Corridor upgrade. vi) SCC Fostering and Adoption Service have been shortlisted for an award in the Children & Young People Now

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Awards. vii) a new system that will help people with Learning Disabilities have quicker access to a wider range of support has been approved by SCC.

- 127/15 Planning Applications:** the council considered Application No. 15/04786/FUL for a two storey side extension to 2, Church Villas, High Street. None of the councillors had any objections or observations.
- 128/15 Entertainments Committee:** Cllr. Taylor reported that preparations were well under way for the Bonfire event and hopefully the rain would hold off. The council wished the entertainments committee well for the event and asked Cllr. Taylor to thank them for their hard work.
- 129/15 Clerk's report and correspondence:** i) Defibrillator -SSDC had passed on details of a grant scheme and an application for grant funding for a defibrillator had been submitted to The British Heat Foundation which has £1million of government money to allocate. ii) Police Priority Survey - Cllr. Stephen had been to see the farmers around the village who had all had problems at various times with equipment being stolen. They had all taken precautions such as installing alarms, security lights, cameras etc. but would welcome increased police patrols to act as a further deterrent. It was agreed that the top three issues were speeding motorists, theft from the outlying houses and farms, and the dangerous driving of motorcycles, vehicles, and tractors with drivers going on the wrong side of the traffic calming islands in order to overtake and using the telephone whilst driving being of particular concern. It was agreed that the clerk and the chairman would complete the survey with these points and submit it. iii) Health & Wellbeing Grant – the clerk advised that she had emailed Cllr. Fysh saying the village has two projects that may qualify; towards the defibrillator if the BHF funding is not forthcoming or towards the cost of a shelter for the Playing Field, but has not yet received a reply. iv) Cllr. Fysh is meeting with all Coker Division clerks and parish chairmen on 14th November and it was agreed that they would discuss the Health & Wellbeing Grant with him. Cllr. Cox told the councillors about the Torbay Scheme where Social and Health Care are integrated leading to better care and cost savings and requested that Cllr. Fysh be asked if the County Council were considering similar options. v) Nick Weber has requested approval for the purchase of a new steering track rod for the parish mower at an approximate cost of £65. The clerk advised that there was still sufficient funds in the mower budget to cover this and Cllr. Cox proposed and Cllr. Taylor seconded the motion that this be approved. vi) the clerk advised that the application form for a grant towards the additional cost incurred as a result of the Transparency Code had been submitted.
- 130/15 Finance:** it was noted that a budget meeting had been arranged for 7.00pm on 18th November.
- 131/15 Payments:** the following payments were presented and approved with Cllr. Taylor proposing and Cllr. Bussell seconding the motion:-
- i) Roy Early for £152.40 for the playground fencing extension materials. ii) £31.73 for the clerk's home office allowance and expenses including the renewal of the Norton Security Package. iii) St Mary's PCC for £400 towards the cost of the parish burial grounds maintenance. iv) SSDC for £452.88 for the ranger's costs.
- It was noted that a £100 refund of a cancelled penalty had been received from HMRC.
- 132/15 Parish Plan:** Cllr. Bussell reported that a Parish Plan document has now been produced and it was agreed that this would be reproduced and distributed with The Chinnock Chimes.
- 133/15 Parish Ranger Report:** Cllr. Cox said that the ranger had completed all his tasks on his October visit. The ranger visits again in December and Cllr. Cox was asked to add checking the grid at the top of Orchardleigh to his list.
- 134/15 Highways:** i) the report had been received for the temporary speed indicator devices showing motorist were still speeding and the village would therefore remain on the list for future installations. ii) Cllr. Stephen has received notice that Somerset Community Speed Watch would be disbanding. It is proving difficult for all Speed Watch groups to recruit sufficient volunteers. iii) Cllr. Stephen asked for councillors to let him know of any potholes etc. and he was informed that there was a pothole at the top of The Hollow and damage to the kerb between Carters Lane and The Portman Arms which he agreed to report to The Highways Department.
- 135/15 Play Area Report:** Cllr. Early had sent a written report. i) a large branch has become detached from the W.I. tree and needs to be dealt with. ii) the playground equipment has been inspected and is in good condition but the swing, slide and arch need repainting. The rubberised surfaces are slippery due to the wet grass and leaves, but unfortunately there's nothing that can be done

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to prevent this. iii) Roy Early has put the extended angle irons up for the fence extension. Weather permitting he will put the next up on Saturday 7th November around midday and has asked if anyone can assist. Cllrs. Cox and Tuck said they would help. The councillors expressed their gratitude to Mr. Early for all his hard work.

136/15

Rights of Way Report: i) Cllr Bussell said that the bridge over Chinnock Brook on pathway Y817 was damaged and this has been reported to the County Council. He had also told them that the signs by the electricity sub-station and at the top of Broad Lane needed replacing. ii) with regard to the field by the church, as the surface is flat and even, which is all that is required, there is nothing further the council can do apart from monitor the situation. iii) with regard to the proposed permissive pathway to Broad Lane, Cllr. Bussell said that he has looked at the heavily overgrown area between the edge of the field and the A30 and considered that it was suitable for a pathway could be created. The person who farms the field is not certain if it is under the same ownership as the rest of field. The agent the farmer deals with is Symonds and Sampson in Yeovil and it was agreed that the clerk would send them a letter asking if this area was part of the field they managed. It was also agreed that consideration should be given to including an amount in next year's budget for the clearing etc. if permission can be obtained to use the land.

137/15

ECCLT: Cllr. Taylor reported that Mark Jolliff had agreed to continue as Chairman of the board with Cllr. Cox as Treasurer and Nigel Davis as secretary. As the pub has not yet had a sold sign put up they are waiting to see if the sale is completed before they embark upon another project.

138/15

Items of Report: i) Cllrs. Stephen and Taylor are going to the South Somerset Together Housing Assembly on 12th November and will report back at the next meeting. ii) Cllr. Stephen said that he had received an email about Parish Environmental Wardens. These are designated persons elected by the council to take responsibility for reporting fly tipping, abandoned vehicles, graffiti etc. It was agreed that the council had mechanisms in place to deal with these issues and did not need to elect a warden.

139/15

Next Meeting: will be on Monday 7th December, 2015

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.net>

**EAST CHINNOCK PARISH COUNCIL
DECEMBER 2015 MEETING AGENDA**

To: All Councillors of East Chinnock Parish Council

You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 7th December, 2015, 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 sign as a correct record the minutes of the last meeting held on 2nd November, 2015. Draft minutes have been circulated.
4. Matters arising from the minutes: i) parking on Weston Street. ii) Lookout Point.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications
8. Entertainments Committee report
9. Clerk's report & correspondence:
 - i) to report on the meeting with County Councillor Fysh.
 - ii) to report on the meeting at SSDC regarding the precept.
 - iii) Health & Wellbeing Grant.
 - iv) Bus Consultation.
 - iv) to agree meeting dates for 2016
 - v) to note that the Police Priority Survey has been submitted.
10. Finance: to approve draft budget
11. Payments to approve:
 - i) Roger & Julie Jewell £38.97 for website costs
 - ii) clerk's quarterly salary, home office allowance and expenses £746.60
 - iii) Andy Gliddon £24.55 for additional bonfire drinks and £25.01 fuel cost for fetching fireworks.
 - iv) Nick Weber £60.91 for mower parts
 - v) Daphne Gillard £32.40 for Kurling Target
 - vi) CAB £50 for annual donation.
 - vii) S. Saunders £189.00 for bonfire food
 - viii) SSDC £70.74 for Chimes printing.
 - ix) M. Jones £7.00 for Kurling Trophy engraving.To note Cox and Co direct debit of £24 for payroll.
12. Parish Plan report.
13. Parish Ranger report.
14. Highways report.
15. Play Area report
16. Rights of Way report.
17. East Chinnock Community Land Trust report
18. Items of report.
19. To agree date of next meeting.



Maureen Randell
Clerk to East Chinnock Parish Council

EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 7th December, 2015 starting at 7.30pm in the Village Hall.

Present Chairman Cllr Ian Stephen
Councillors Mike Bussell, Dr John Cox, Helen Early, Paul Taylor and Dave Tuck
Officer Maureen Randell

Public Question Time: There was one member of the public present. She said that the grass in the Playing Field could do with another cut and it was agreed to arrange for this to be done. She also asked if the ivy on the well by the bus stop could be added to the ranger's list and it was agreed that this would be looked at in the new year. She said that there was a pile of old paving stones by Barrows Farmhouse which were dangerous and Cllr. Stephen said that he would contact Highways.

- 140/15** **Apologies for absence:** County Cllr. Fysh had previously advised that he would be unable to attend Parish meeting whilst Parliament is sitting.
- 141/15** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 142/15** **Minutes of the last meeting:** Cllr Taylor proposed and Cllr Cox seconded the motion that the minutes be signed by the Chairman as a true record of the November meeting.
- 143/15** **Matters arising:** any matters arising have been dealt with under the relevant headings.
- 144/15** **District Councillor's Report:** i) District Cllr. Pallister said that SSDC will have a balanced budget for next year but will need to make further savings to balance after that. Current saving have been made by improving the collection rates for Council Tax and not filling vacant posts. They have also increased the planning and crematorium charges. They are looking to introduce a new scheme for car parking using number plate recognition cameras that will record the exact length of stay and send a monthly bill to those who sign up. Trials in London have shown that this scheme leads to increased revenue. They are also looking to make additional saving in refuse collection by widening the range of materials being recycled which may make it possible to move to three weekly black bin collections. This has been trialled in Taunton Deane without any problems. ii) It has been announced that councils will keep 100% of the business rates but this will be offset by the support grant being phased out. SSDC currently pass on the portion of the government support grant earmarked for towns and parishes but there is no legal requirement to do so. Parishes need to be aware that this money is being reduced each year and will be nil by 2019/2020. iii) Cllr. Pallister said that the County Council are currently forecasting a deficit next year which is likely to lead to further cuts and an increase in their portion of the Council Tax unless central government can be persuaded to increase their funding.
- 145/15** **County Councillor's Report:** County Cllr. Fysh had sent a written report with the following relevant points: i) Rural MPs are pushing for their councils to receive a fairer share of government funding. ii) The Autumn Statement announced that councils would now be keeping all of the Business rates they collect which should benefit the local economy. iii) Reforms in the way children and young people with Special Educational Needs and Disabilities receive support were introduced as part of The Children & Families Act 2014 and the Making It Better Together Conference held in October brought together representatives from all areas of the system to look at how the changes were working. iv) SCC are looking to make savings on their subsidy to bus services and the Concessionary Bus Pass. The no.40 Saturday service to Bridport and the no.99 route to Chard are under threat. Everyone is encouraged to make their views known to SCC using the following links – www.somerset.gov.uk/bussubsidysurvey and www.somerset.gov.uk/concessionaryfareconsultation. v) A public awareness campaign has been launched to safeguard vulnerable adults called 'Thinking it? Report it.' as currently referrals from the public constitute a very small percentage of the total number of safeguarding referrals received. vi) SCC are seeking more foster care placements for teenagers. They are holding an information event on Monday 11th December at the Wessex Hotel in Street, BA16 0EF from 7pm to 9pm. More information is available on their website: www.fosteradoptsomerset.org.uk. vii) Yeovil Library has now received The Somerset Autism Collection which is a range of books and information about autism. viii) The Social Care and Emergency Duty Team have moved to Bridgewater and their phone number is now 0300 123

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2327. ix) There have been a number of bogus calls purporting to be from SCC. These can be reported by ringing either 03454 040506 or 0300 123 2040. x) The Somerset Rivers Authority's latest news is available at www.somersetiversauthority.org.uk.

146/15

Planning Applications: it was noted that Application No. 15/04035/PAMB for change of use from agricultural to residential at Cott Farm, Broad Lane had been refused.

147/15

Entertainments Committee: attendance at the bonfire was slightly down on last year due to the weather and the event made a small loss of £8.67. This was offset by the fact that there was some supplies left over to be carried forward to the next event. The council sent their thanks to the hard working volunteers.

148/15

Clerk's report and correspondence: i) the chairman and clerk had met with Cllr. Fysh on 14th November and a summary of the points covered had been circulated. The main points discussed were: a) Cllr Fysh asked if the traffic calming measures had had any impact on speeding motorists and he was informed that some motorists were still speeding. b) Cllr. Stephen said that the council had recently replied to a Policing Priority Survey giving their priorities as motorists speeding and driving dangerously and rural crime. The council felt that more regular police patrols and additional mobile speed enforcement visits would be beneficial. Cllr. Fysh replied that unfortunately the police were spread pretty thin but if the residents reported any incidents this would enable the police to prioritise their patrols. c) the bus consultation was discussed and Cllr. Fysh said that everyone should be encouraged to send their views and he will keep the parishes informed of any developments. He agreed to pursue the matter of the timetable link not working. d) Cllr. Stephen asked about the cost of the flood alleviation work and was informed that the Somerset Rivers Authority had been set up as a separate precepting body and it was likely that each household in Somerset would have to pay around £20 which would be shown as a separate item on the council tax bill. ii) the clerk reported that she had attended a meeting at SSDC regarding the precept. The government support grant would be passed onto parishes again this year but would be less than last year with the actual figure being known in the middle of December. iii) Cllr. Fysh advised that the purchase costs of a defibrillator would not qualify for a Health & Wellbeing Grant but any training costs would. With regard to a shelter in the playing field he agreed that this would be a qualifying project. iv) Cllr. Bussell reported on the bus consultation document. He advised that the timetable showing the proposed changes was not attached and that he had contacted the County who said it would be added as soon as it was received from Stagecoach. Despite the full information not being available they said that the consultation period would not be extended. It was agreed that a letter would be sent voicing the council's concerns. A poster informing people of the consultation had been put up in the village hall and the information had also been included on the village facebook page. v) the meeting dates for 2016 were confirmed as 4th January, 1st February, 7th March, 4th April, 9th May (because of Bank Holiday) 6th June, 4th July, 5th September, 3rd October, 7th November, and 5th December. vi) the councillors were informed that a letter has been sent to Symonds and Sampson on 30th November regarding the possible pathway to Broad Lane. vii) Cllrs. Stephen and Taylor attended the South Somerset Together Housing Assembly in November; the slides from this event can be viewed at www.southsomersettogether.org.uk viii) the councillors noted that the Police Priority Survey had been submitted and that the Defibrillator Grant Application had been acknowledged.

149/15

Finance: a provisional budget had been agreed at the meeting on 18th November. However the precept amount cannot be set until the amount of the Government Support Grant is known; this is likely to be announced in about two weeks time. It was therefore agreed to defer the approval of the budget and precept amount until next month's meeting.

150/15

Payments: the following payments were presented and approved with Cllr. Cox proposing and Cllr. Taylor seconding the motion:- i) Roger & Julie Jewell £38.97 for website costs ii) clerk's quarterly salary, home office allowance and expenses £746.60 iii) Andy Gliddon £24.55 for additional bonfire drinks and £25.01 fuel cost for fetching fireworks. iv) Nick Weber £60.91 for mower parts v) Daphne Gillard £32.40 for Kurling Target vi) CAB £50 for annual donation. vii) S. Saunders £189.00 for bonfire food viii) SSDC £70.74 for Chimes printing. ix) M. Jones £7.00 for Kurling Trophy engraving.

It was noted that the direct debit of £24 for payroll services had been paid to Cox & Co. and that £20 had been received for a Chimes advert.

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- 151/15** **Parish Plan:** Cllr. Bussell reported that he had heard nothing from the committee and would chase them to see if they would be ready for the document to be distributed with the Chimes in January.
- 152/15** **Parish Ranger Report:** Cllr. Cox said that the ranger would be in the village on Tuesday 15th December. Cllr. Stephen asked if he could move the soil from round the grid at the top of Orchardleigh to prevent it being washed into the grid. He was also asked if the ranger had time could he cut back the brambles which were over the daffodils on the A30.
- 153/15** **Highways:** i) the Odcombe road has had extensive patching work and the A30 travelling westwards into the village has been marked up for imminent repairs. ii) the hole in edge of Green Lane was filled with concrete foam in 2014 as a temporary repair. The Highways superintendent has inspected this recently and said that no further work will be done as the repair seems to be holding. He, and the residents, will continue to monitor the situation. iii) Highways have agreed to install a white line on Weston Street opposite the junction with Forge Lane to remind motorists not to park there. However, there is no money in the budget to remove the verge outside the playing field to widen the road. Cllr. Cox agreed to ask the ranger to look at this. iv) motorists are also parking too close to the junction of Western Street with the A30 and it was suggested that a short piece be put in the Chimes and on the village Facebook page reminding motorists of the rules of the Highway Code with regard to junctions and parking. v) Cllr. Stephen thanked the clerk's husband for picking up the salt bags and taking them to Nick Weber's for storage. vi) the latest SID results for the Carters Lane/High Street installation between 3rd and 17th November showed a median speed of 32mph and the 85thile was 36mph. This means that East Chinnock will continue on the list for temporary installations. vii) a vehicle overturned in The Hollow on 4th December resulting in the road being closed for two hours. There were no other cars involved and fortunately the driver appeared unhurt.
- 154/15** **Play Area Report:** Cllr. Early reported that there were no changes in the equipment. The inclement weather had forced the postponement of the fence extension work and this had been re-scheduled for Monday 21st December, weather permitting.
- 155/15** **Rights of Way Report:** i) Cllr Bussell said that the bridge over Chinnock Brook on pathway Y817 had been inspected by the County Council who had agreed it was dangerous and would be replaced. No timescale was given so Cllr. Bussell agreed that he would monitor the situation and chase them if necessary. In the meantime the path was closed.
- 156/15** **ECCLT:** Cllr. Taylor reported that the CLT were still waiting for the sale of The Portman to be completed before they looked at alternative projects.
- 157/15** **Items of Report:** Cllr Stephen reported that he would be attending a Dementia Training event in January.
- 158/15** **Next Meeting:** will be on Monday 4th January, 2016

There being no further business the Chairman closed the meeting at 9.03pm

Signed (Chair) Date.....

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