

# EAST CHINNOCK PARISH COUNCIL JANUARY 2016 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 4<sup>th</sup> January, 2016, 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 7<sup>th</sup> December, 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 note the council's response to Planning Application No. 15/05527/FUL for erection of a two storey extension at 4, Odcombe Hollow.
8. Entertainments Committee report
9. Clerk's report & correspondence:
  - i) to agree content of Council's letter regarding the Bus Consultation
  - ii) to note that a grant of £229 has been received for the additional costs of compliance with the Transparency Code
10. Finance:
  - i) to note that the Council Tax Reduction Scheme Grant allocation for the next financial year has decreased by £10 to £160.
  - ii) to approve the budget and set the precept requirement for 2016/17
11. Payments to approve:
  - i) Village Hall £97.50 for Post Office Outreach
  - ii) M. Randell for £8.00 for home office allowance
  - iii) City B Group £3.30 for postage costs on replacement tent boltsTo note that £36 has been received for the sale of surplus mulled wine from the Bonfire Event.
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 4<sup>th</sup> January, 2016 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 two members of the public present.

- 159/16 Apologies for absence:** none
- 160/16 Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 161/16 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 December meeting.
- 162/16 Matters arising:** any matters arising have been dealt with under the relevant headings.
- 163/16 District Councillor's Report:** i) Cllr. Pallister reported that the Planning Application for an extension at 2, Church Villas had been discussed at Area West committee and passed. He asked that where parish councillors support an application they should comment positively, as this informs the decision making process. ii) The flood protection improvements appear to have worked reasonably well in coping with the recent storms. The cost of the improvements will be shown separately on the Council Tax bill. The government are still being pressed to provide additional funding. iii) It has been officially confirmed that the Revenue Support Grant will be phased out by 2019/20. This central government subsidy will be replaced by local councils being allowed to retain their business rates but the net benefit is not likely to result in any increase in funding. iv) The Westlands Sports & Leisure Complex takeover plans are currently on hold as the parent company Augusta Westland have indicated that they want revisions in the terms of the agreement previously approved. v) Seventeen Local authorities in Devon and Somerset, the cities of Plymouth and Exeter plus the National Parks of Exmoor and Dartmoor are continuing to look into the possibility of some form of devolution for the South West.
- 164/16 County Councillor's Report:** none received
- 165/16 Planning Applications:** it was noted that the council had submitted no comments on Planning Application No.15/05527/FUL for the erection of a two storey extension at 4, Odcombe Hollow.
- 166/16 Entertainments Committee:** the minutes of the committee meeting of 17<sup>th</sup> November were circulated. Cllr. Taylor reported that following sales of some of the surplus stock the Bonfire Event was now showing a profit of £27.33. The Entertainments Committee were meeting shortly to organise a Race Night at the Village Hall. This is likely to take place just before Easter.
- 167/16 Clerk's report and correspondence:** i) Cllr. Cox proposed with Cllr. Bussell seconding the motion that the chairman send a letter to the County Council outlining the parish council's response to the bus consultation. It was also agreed that the clerk would ask the Jewells to put a note on the website reminding the villagers that the closing date for responses was imminent. ii) The clerk reported that she had received a cheque for £229 being the full amount requested towards the additional costs needed to comply with the Transparency Code requirement this year. This amount included the cost of a new printer/scanner and Cllr. Early proposed with Cllr. Taylor seconding the motion that the clerk go ahead with this purchase. iii) It was reported that nothing had been heard regarding the application for a defibrillator and it was agreed that the clerk would contact the British Heart Foundation to see what the position was regarding this. iv) Ros White had informed the clerk that the May meeting of the council clashed with a meeting of the Feoffees. Cllr. Cox agreed to re-arrange the Feoffees meeting. v) Symonds & Sampson have not replied to the Clerk's letter of 30<sup>th</sup> November regarding the field by Cott Lane. It was agreed that the clerk send a reminder for the attention of Andrew Booth who was dealing with this matter. vi) The clerk circulated a letter received from the Citizens Advice Bureau thanking the council for their recent donation. vii) It was agreed that The Chimes and the Jewells' (Village website) be asked to publicise the proposed reduction in hours at Crewkerne Library.
- 168/16 Finance:** i) The councillors noted that the Council Tax Reduction Scheme Grant had been reduced by £10 to £160 for the next financial year. This is being reduced the following year to around £50 and then £20 for the year after in a gradual phasing out. ii) Cllr Taylor proposed and Cllr. Tuck seconded the motion that the budget and precept requirement for next year be

- approved. The precept paperwork was completed and signed by the chairman. Following a request from a resident it was agreed that the budget would be published on the village website.
- 169/16 Payments:** the following payments were presented and approved with Cllr. Cox proposing and Cllr. Taylor seconding the motion: i) Village Hall £97.50 for the rental for Post Office outreach service. ii) £8.00 for clerk's home office allowance. iii) City B Group £3.30 for postage payable on spare tent bolts which were supplied free of charge.
- 170/16 Parish Plan:** Cllr. Bussell reported that the Parish Plan was still not ready. The councillors expressed their disappointment and said that the plan was needed as it would be a useful tool for planning issues, when applying for play equipment grants, bus and library consultation submissions etc. Cllr Bussell said he would pursue the matter and report back at the February meeting.
- 171/16 Parish Ranger Report:** Cllr. Cox reported that the ranger had completed his usual tasks and dug up approx. 2ft of the verge outside the play area exposing two drains. Highways have indicated that there is no funding available for any new kerbing work and, since the parish do not have the financial reserves available, it was agreed that nothing further could be done. Bad weather had meant that the ranger did not get to Cleaves Track and Cllr. Cox had trimmed back the hedge when the weather improved. It was reported that the Rookery sump was coping reasonably well with the current rain.
- 172/16 Highways Report:** i) the dip in the A30 westwards into the village is marked in red for repairs. Cllr. Bussell said that he had been in the field next to this and that there was a drop of around ten feet from the road with a badger's sett in the bank. He was concerned that there was a risk of subsidence and merely filling in the dip in the road would not be sufficient. Cllr. Stephen agreed to contact Highways to see what action they proposed to take. ii) With regard to the Weston Street Parking problem Cllr. Stephen reported that he would be chasing up the painting of a white line opposite the junction with Forge Lane. The ranger had cleared approximately two feet of verge outside the playing field which had eased traffic flow a little. iii) Contractors working on the extension at Brierley have caused problems in Forge Lane with dumped spoil and mud on the footpath. The new owners of Brierley have spoken to the residents and are sorting this out. iv) A concrete cover outside Barrows Farmhouse in Weston Street has collapsed revealing an old well. Cllr. Pallister is establishing who owns this so that it can be cordoned off. v) A resident was concerned that following a recent accident on the A30 the police diversions had caused chaos. It was suggested that narrow roads such as Cod Lane should be one way in such circumstances. Cllr. Stephen agreed to write to the Police about this. vi) Cllr. Stephen reported that the temporary Speed Indicator Devices would be installed in the village on 22<sup>nd</sup> February and 11<sup>th</sup> July eastwards and 7<sup>th</sup> March and 25<sup>th</sup> July westwards. Each installation would be for a period of two weeks.
- 173/16 Play Area Report:** Cllr. Early reported that there were no problems with the play equipment. She was concerned that the surfaces were slippery but there was little that could be done to alleviate this. The grass will be cut when the weather has improved. The fence extension work has been largely completed and the councillors thanked Cllr. Early, her husband Roy and helpers for all their work. The Pre-school would be alerted about the slippery surfaces under the play equipment, the sheep droppings after an unscheduled visit by a small flock, and the long grass which will be cut when it is dry.
- 174/16 Rights of Way Report:** i) Cllr Bussell said that the damaged bridge over Chinnock Brook on pathway Y817 had been speedily replaced by the County Council and the pathway re-opened.
- 175/16 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.
- 176/16 Items of Report:** The chairman announced that he would be stepping down from the Parish Council at the next AGM in May.
- 177/16 Next Meeting:** will be on Monday 1<sup>st</sup> February, 2016

There being no further business the Chairman closed the meeting at 9.02pm

Signed ..... (Chair)      Date.....

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

**EAST CHINNOCK PARISH COUNCIL  
FEBRUARY 2016 MEETING AGENDA**

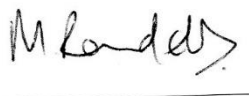
To: All Councillors of East Chinnock Parish Council

**You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 1st February, 2016, 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 4th January, 2016. 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 note that Application No. 15/05527/FUL for an extension to 4, Odcombe Hollow has been withdrawn.
8. Clerk's report & correspondence:
  - i) Defibrillator update
  - ii) To consider response to Libraries & Hubs Consultation.
  - iii) Transparency Code update
  - iv) To consider the council's celebrations for the Queen's 90<sup>th</sup> Birthday
9. Finance:
  - i) To note that the Precept paperwork has been submitted.
  - ii) To agree new signatories for bank account.
10. Payments to approve:
  - i) SSDC £66.57 for printing of Chimes.
  - ii) M. Randell £17.62 for home office allowance and expenses.
  - iii) M. Randell £44.99 for reimbursement of purchase of printer/scanner.To note that £20 has been received for hire of gazebos and £60 for Chimes adverts
11. Parish Plan report
12. Entertainments Committee report.
13. East Chinnock Community Land Trust report.
14. Parish Ranger report.
15. Highways 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*

## EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 1<sup>st</sup> February, 2016 starting at 7.30pm in the Village Hall.

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

**Public Question Time:** There were four members of the public present plus Mick Clark Chairman of Barwick & Stoford Parish Council. Mr. Clark addressed the council about a new initiative called Coker Councils' Forum. The aim is to hold regular meetings of representatives from the Coker County Division Parish Councils to discuss shared issues, opportunities for cost savings and forge co-operation. The first meeting is on 10<sup>th</sup> March at Pavitt Hall in Barwick from 7.30pm and it is hoped to hold quarterly meetings after that.

The problem of dog fouling was raised; it was agreed to produce posters for the problem areas reminding dog owners of their legal duty to remove any fouling and of the potential health hazards posed by not doing so. It was also suggested that the dog trainer who runs classes in the village hall on Tuesday evening be asked to remind her class of their responsibilities. It was agreed that the editor of The Chimes and the East Chinnock Facebook page be asked to include a paragraph about the problem. A resident said that the sunken well in Western Street was now adequately fenced off; Cllr. Stephen had been informed that a permanent cover would be installed in the new financial year (from April, 2016). The resident also said that the noticeboard outside the village hall was in need of attention; Cllr. Stephen said that the council were aware of this and suggested that in the short term notices be laminated where possible prior to a long term repair.

**178/16**      **Apologies for absence:** none

**179/16**      **New Councillor:** Caroline Maggs was prepared to be co-opted onto the council to fill the current vacancy. Cllr. Early proposed and Cllr. Taylor seconded the co-option motion and this was passed unanimously. Cllr Maggs signed the Acceptance of Office Form, completed the Register of Interests Form and joined the meeting. The clerk agreed to provide her with copies of the council's Standing Orders, Financial Regulations and Code of Conduct.

**180/16**      **Declarations of Interest and to receive any written requests for DPI dispensation:** none

**181/16**      **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 January meeting.

**182/16**      **Matters arising:** any matters arising have been dealt with under the relevant agenda items.

**183/16**      **District Councillor's Report:** i) The Heads of Terms should be agreed on Thursday for the Westlands Sports & Leisure complex with the sports fields being available for the summer season. The buildings require some work but should be ready for October. ii) SSDC is the only council in Somerset with no rough sleepers. The County Council is pulling out of New Road Hostel so SSDC have agreed to take responsibility for this facility at a cost of £300,000. iii) A prospectus has been produced for the devolution of power and this now needs approving by all the councils. iv) Council Tax bills will rise this year, in part due to the reduction in central government funding and also to fund The Somerset Rivers Authority.

**184/16**      **County Councillor's Report:** A report headed December had been received from Cllr. Fysh after the January meeting. The following summary of the main points was read out at the meeting. i) Children's Services have undergone a series of progress assessments which show steady improvement. ii) SCC have received 65 nominations for the Children's and Young People's Social Worker of the Year Award. This is a fantastic response with some wonderful comments submitted about the high quality of care. iii) The consultation on changes to the local library service ends on 11<sup>th</sup> February. The County Council aim to create hubs which will house several local services such as libraries, children's centres, Citizen's Advice centres, registration services etc. This will reduce running costs and make services easier to access. iv) SSC is looking for foster carers to foster children over 10 who are in crisis. For more information contact the Single Placement Care Scheme team on 0800 587 9900 or see their website [www.fosteradoptsomerset.org.uk](http://www.fosteradoptsomerset.org.uk) v) SCC have been granted an operating licence to continue to run Duke of Edinburgh Award courses for another three years. 949 Somerset youngsters completed the award last year which included over 100 at Gold level.

185/16

**Planning Applications:** it was noted that Planning Application No.15/05527/FUL for the erection of a two storey extension at 4, Odcombe Hollow had been withdrawn.

186/16

**Clerk's report and correspondence:** i) the clerk reported that the council's bid for an AED defibrillator from the British Heart Foundation had been successful. The resuscitation Annies and training DVDs had been delivered and the rest of the equipment will follow. Cllr. Cox said that the local Doctor's Surgery has an Equipment Fund and he would ask them if they were prepared to fund the installation costs. He reiterated that he was prepared to act as 'guardian' of the equipment, carrying out the fortnightly checks once the defibrillator was installed. It was agreed that the organisation of the training and publicity be put on next month's agenda.

ii) The proposed changes in the library services were discussed. It was agreed that the council would write saying they were concerned at the planned cut in hours at the Crewkerne branch, particularly the loss of a late night and reduction in Saturday opening hours which would make it difficult for those in fulltime employment to access the services.

iii) The clerk said that the printer/scanner covered by the Transparency Fund grant had arrived. A place has been booked on a SALC Transparency Code Training Course running at Somerton on 22<sup>nd</sup> February. The cost is £60 but it may be possible to re-claim this.

iv) The clerk had received a letter from the National Association of Local Councils asking if the council will be lighting a beacon/bonfire on the Queen's 90<sup>th</sup> Birthday on 21<sup>st</sup> April. It was agreed that a decision would be deferred until after the meeting of The Coker Forum in March.

v) The clerk had submitted the council's response to the bus consultation but, to date, had not received any acknowledgment.

vi) A reminder had been sent to Symonds & Sampson regarding the proposed pathway to Broad Lane and a reply was expected shortly.

vii) Places had been booked for The South Somerset Together Welfare Forum for Cllrs. Stephen and Cox.

viii) The clerk had circulated a report about the insurance of the play equipment. The Play Inspection Company had produced a valuation of the equipment which differed from the value insured. The clerk had obtained a breakdown of the sums insured and discovered that only certain items were specified. To cover all items would cost an additional £50.48 per annum. The insurance brokers Came & Co. said that the council are covered for their public liability under the main section; the specified section gave material damage cover for fire, theft, malicious damage, impact, flood, etc. and carried an excess of £250 per claim. The councillors agreed that the likelihood of the play equipment being damaged by one of these perils was fairly remote. The other sums insured were looked at and it was agreed that material damage cover be continued on the tentage and mower. The bus shelter and Millennium Seat were considered to be mainly at risk of impact damage from vehicles; whilst this would normally be claimable from the insurer of the vehicle causing the damage, the council could be left with a large bill in the event of a hit and run. It appeared from the discussions that there was duplication of cover on the Millennium seat. The clerk had circulated the Asset Register which contained a number of items not currently insured. It was agreed that, as most of these items were either valued at under the excess amount or unlikely to be damaged by one of the insured perils, the council leave them off the specified section. Cllr. Cox proposed with Cllr. Early seconding the motion that material damage cover for all play equipment and the duplicated bench should be deleted from the policy and nothing further added.

ix) The Entertainments Committee had discussed the possibility of funding an additional dog waste bin but had decided that the problem was educating the dog walkers; they agreed to produce the posters for the problem areas.

x) The clerk said that it is customary to review the Standing Orders and Financial Regulations at this time of year. This will be put on next month's agenda and if there are any suggestions for amendments these should be forwarded to the clerk before the agenda is produced

187/16

**Finance:** i) It was noted that the Precept paperwork has been submitted. ii) The clerk said that with Cllr. Stephen stepping down in May it was necessary to add additional signatories to the bank account. As Cllrs. Cox and Taylor are existing customers of Lloyds Bank and will therefore not need to take any further proof of ID into the bank, it was agreed that they would be added to the signatory list.

188/16

**Payments:** the following payments were presented and approved with Cllr. Cox proposing and Cllr. Taylor seconding the motion: i) SSDC £66.57 for printing of The Chimes. ii) M. Randell

£17.62 for home office allowance and expenses. iii) M. Randell £44.99 for reimbursement of purchase of printer/scanner.

It was noted that £20 has been received for hire of gazebos and £60 for Chimes adverts.

**189/16 Parish Plan:** Cllr. Bussell said he had a finished plan and Cllr. Cox proposed with Cllr. Taylor seconding the motion that this be printed and circulated with the next edition of The Chimes. As the Plan will be a living document, regularly updated it was also agreed that the editor of The Chimes be asked to include a paragraph asking for new members for the committee and any feedback. Cllr. Stephen asked Cllr. Bussell to thank Scott Grinter the chairman of the Parish Plan committee for all the hard work put into producing the plan.

**190/16 Entertainment's Committee report:** the minutes of the last meeting had been received. Cllr. Taylor reported that the committee proposed to run a royal themed Race Night in the village hall on Saturday 23<sup>rd</sup> April. The scarecrow competition was very successful last year and would be run again in 2016 with a royal theme to celebrate the Queen's 90<sup>th</sup> birthday. They had agreed to rest the fete for this year, but will run a Meet & Music event sometime in June. The committee had a request from a Hardington Mandeville resident to hire the marquee and the committee decided that they would like to donate half of the £200 fee to a local charity. Cllr. Early said that it was a nice idea, but she felt that in these financially constrained times any money should be retained by the council for the benefit of East Chinnock villagers. The council's only charitable donation is £50 per annum to the Citizen's Advice Bureau on the basis that this provided a service that could potentially be used by all villagers. Cllr. Cox proposed the motion that the charity donation be approved, Cllr. Maggs seconded. Cllrs. Early and Bussell voted against the motion but it was carried by a majority of four votes to two.

**191/16 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.

**192/16 Parish Ranger Report:** Cllr. Cox said that the grips on Cleaves Track and the grid at the top of Orchardleigh would be cleared on the next visit. He asked to be contacted if there were any other tasks needing attention.

**193/16 Highways Report:** i) SCC Highways say that the dip in the A30 as it enters the village from Yeovil is due for repair before the end of March. A small patch has been laid but there is no evidence of any inspection of the sub-structure. ii) Cllr. Stephen reported that he will be pursuing Highways about installation of the white line agreed for Weston Street opposite Forge Lane. iii) The builders working for the new resident in Forge Lane are using smaller dumper trucks and accessing the site from Forge Lane which is reducing the disruption. iv) Cllr. Stephen reported that he had asked Highways whose responsibility it is to check and clear any blocked drainage pipes under the A30 by the Bridge by Bridge Farm and had not received a satisfactory reply. v) A blocked ditch and drain in Broad Lane causing flooding had been reported to Highways and was awaiting attention. vi) Correspondence is ongoing with the Police regarding problems with the diversion after the accident on the A30 on 14<sup>th</sup> December and this will be discussed with the PCSO. vii) A resident in Orchardleigh has emailed regarding parking on the white line opposite his drive which is making it difficult for him to exit his property. He has been in contact with the PCSO. Cllr. Stephen sent an acknowledgement to the resident and will be speaking to the PCSO on 3<sup>rd</sup> February about this and other parking issues.

**194/16 Play Area Report:** Cllr. Early reported that there was still concern over the slippery surfaces under some of the equipment. Cllr. Maggs said that pressure washing was very effective. Cllr. Cox volunteered his power washer; a generator was also available; Cllr. Taylor said he would be prepared to operate the washer. The meeting agreed that the pre-school group be approached to see if they would provide the water and power.

**195/16 Rights of Way Report:** Cllr. Bussell said that there were no problems with the rights of way.

**196/16 Items of Report:** Cllr. Stephen said that he had found the Dementia Awareness training event he attended recently very interesting; he gave the clerk the delegate pack to circulate.

**197/16 Next Meeting:** will be on 7<sup>th</sup> March, 2016

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  
MARCH 2016 MEETING AGENDA**

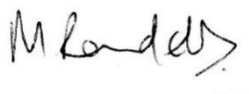
To: All Councillors of East Chinnock Parish Council

**You are required to attend the meeting of East Chinnock Parish Council that will take place on Monday 7th March, 2016, 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 February, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications.
8. Entertainment's Committee report.
9. Clerk's report & correspondence:
  - i) Defibrillator update.
  - ii) Report on Transparency Code Training Course.
  - iii) To consider response to SSDC Consultation On Community Infrastructure Levy Draft Charging Schedule.
  - iv) Insurance update.
  - v) Libraries and Hubs Consultation update.
10. Finance:
  - i) To review Financial Regulations and Standing Orders
  - ii) To arrange clerk's annual review.
11. Payments to approve:
  - i) Clerks quarterly salary, 6 months holiday pay and expenses £770.09
  - ii) LRG Associates Ltd. £72.00 for Transparency Code Training Course
  - iii) Cox & Co. for £24.00 payroll direct debit.
12. Parish Plan report.
13. East Chinnock Community Land Trust report.
14. Parish Ranger report.
15. Highways 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*



## EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 7<sup>th</sup> March, 2016 starting at 7.30pm in the Village Hall.

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

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

- 198/16 Apologies for absence:** none
- 199/16 Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 200/16 Minutes of the last meeting:** Cllr Early proposed and Cllr Taylor seconded the motion that the minutes be signed by the Chairman as a true record of the February meeting.
- 201/16 Matters arising:** Cllr. Taylor said that he had incorrectly reported to the council that the entertainments committee wished to donate half of the fee for the hire of the marquee, by a neighbouring villager, to a charity. A resolution approving this had been passed by a majority vote under minute item 190/16 and he now wished to propose that this resolution be rescinded in accordance with Standing Order 11a). Cllr. Tuck seconded the motion and it was passed unanimously. Cllr. Taylor will clarify the position with the committee and may bring an amended resolution to the council at some point in the future.
- 202/16 District Councillor's Report:** i) Cllr. Pallister reported that the Executive Meeting of SSDC in April will have the agreement between the council and Agusta Westland on the agenda for approval. If the approval is given the leases will be signed and a timetable drawn up for refurbishment and re-opening of the complex. The licences are already in place for the summer sporting fixtures. It is hoped that the conference and entertainment facilities will generate income for the council in due course. ii) The seventeen councils of Somerset and Devon have produced a Devolution Prospectus which has been sent to the Secretary of State. This is just the starting point for the discussions and it is likely to be a long process. iii) SSDC need to make savings of £4.1million as a result in the reduction in central government funding. It is hoped that services can be maintained but there will have to be some redundancies. The council intends to become more commercial and generate income to maintain services. They will probably invest in housing to rent as one stream of income. Cllr. Pallister said he was pleased to report that all the councillors, whatever their political allegiances, were working together on this.
- 203/16 County Councillor's Report:** none received
- 204/16 Planning Applications:** Two planning application had been received. Planning Application No. 16/00202/FUL for the second phase of development at Broad Farm, Broad Hill, Hardington Mandeville and Planning Application No.15/05527/FUL for the erection of a two storey extension at 4, Odcombe Hollow. The councillors expressed their support for both applications.
- 205/16 Entertainments Committee:** The minutes of the last meeting on 29<sup>th</sup> February have been circulated. The next event will be a royal themed Race Night on 23<sup>rd</sup> April in the village hall. The budget for this had been circulated and Cllr. Bussell proposed that this should be accepted with Cllr. Early seconding the motion. A cheque for the float amount will be drawn at the April meeting. Cllr. Taylor said that the scarecrow competition would be repeated this summer and also the Meet & Music event. He asked that if anyone had any ideas for other events would they please contact him or another committee member.
- 206/16 Clerk's report and correspondence:** i) The clerk reported that all the defibrillator equipment had arrived and a letter had been sent to the Feoffees officially asking them for permission to site the equipment on the village hall wall. It was agreed that Cllrs. Cox, Taylor and Maggs would take responsibility for putting together a plan of action for the installation, training and publicity.  
ii) The clerk said that she had attended a SALC training course on the Transparency Code on 22<sup>nd</sup> February which had been most informative. There is currently grant funding available to cover the additional costs but when this runs out the council will need to consider increasing the precept. The grant funding will cover the cost of setting up a website and the trainer recommended that all council's should have their own website. The council currently uses the community website run by the Jewells and the arrangement works extremely well. Of those

attending the meeting about half had similar arrangements. Cllr. Maggs asked if there was funding for the expansion of an existing website and the clerk agreed to check when the application form for the next financial year becomes available.

iii) The councillors agreed that they had no comments that they wished to submit with regard to the consultation on the Community Infrastructure Levy proposed charging structure.

iv) The clerk reported that she had written to the insurers as agreed at the last meeting to amend the sums insured. As a result the renewal premium in June will be reduced from £335.35 to £273.75 (an 18% reduction)

v) The clerk reported that the council's comments under the public engagement on Hubs and Libraries, as agreed at last month's meeting, had been submitted. SCC had replied that their footfall data showed that Crewkerne Library had little usage on Friday nights and after midday on Saturday. Their reply also said that they were in the process of looking at all the public engagement feedback and consulting with staff and this may result in a modified proposal in response to the comments received.

vi) The clerk reported that she had received a commemorative medal from Tower Mint celebrating the Queen's 90<sup>th</sup> birthday which they were selling for £1.99 plus VAT. The councillors examined the medal and decided that in view of the financial constraints they would not be placing an order.

vii) The clerk said that thanks were due to Sue Hinton of the Entertainments Committee who had passed on details of the SSDC person to contact regarding the dog fouling problem. Chris Rowland, the SSDC Environmental Enforcement Officer, will come and patrol the problem areas and put up notices. The councillors said that the areas around the village hall and the whole of Weston Street into Cod Lane would be the main places to patrol and target with posters. The clerk agreed to pass this information on.

viii) A number of comments have been received regarding the state of the noticeboard. The clerk said that there may be some grant funding available towards the cost of a new noticeboard. It was agreed that Cllr. Tuck would investigate the different designs, costs and grants available and report back to the April meeting.

ix) The clerk said that she would be attending the inaugural meeting of the Coker Division Forum on 10<sup>th</sup> March and asked the councillors for suggestions for topics that they would like raised. It had already been agreed that the Queen's 90<sup>th</sup> birthday celebrations was to be raised and it was suggested that the clerk ask about the service other parishes were receiving from the county councillor and what their experiences were with the ranger scheme.

x) The clerk reported that no reply had yet been received from Symonds & Sampson regarding the proposed pathway through their client's land and it was agreed to leave this a little longer before chasing.

xi) The clerk confirmed that the bus consultation submission from the council had been acknowledged but nothing further had been received.

xii) The questionnaire received from SSDC about burial capacity in the village had been completed by the churchwarden and returned. The churchwarden had said in his reply that St. Mary's Church had sufficient capacity on the short term and are considering the possibility of a small extension to the churchyard to cover the medium term.

**207/16 Finance:** i) It was agreed that Cllr. Stephen and the clerk would review the Financial Regulations and Standing Orders and report back to the April meeting. ii) It was agreed that Cllrs. Stephen, Bussell and Early will conduct the clerk's annual review. iii) The clerk advised that she had received confirmation that the bank signatories had been updated, with Cllrs. Cox and Taylor being added.

**208/16 Payments:** the following payments were presented and approved with Cllr. Cox proposing and Cllr. Taylor seconding the motion: i) £770.09 for clerk's salary (including six months holiday pay) and expenses. ii) LRGC Associates £72.00 for Transparency Training Course. It was noted that the direct debit of £24 for Cox & Co for the payroll had been paid on 1<sup>st</sup> March.

**209/16 Parish Plan:** Cllr. Bussell reported that the Parish Plan had been sent for printing with The Chimes and would be distributed shortly.

**210/16 ECCLT:** Cllr. Taylor reported that now that the sale of The Portman Arms had finally gone through the CLT would be looking for other projects.

**211/16 Parish Ranger Report:** The ranger had completed some of the scheduled work on his last visit but had left early. Steve Fox at SSDC had noted that the council were owed an hour. Cllr. Stephen reported that the ranger had said that he couldn't undertake any spraying as he hadn't

had the necessary training. He also stated that litter picking was not in his remit. There was concern as the spraying will need to be done in when his next visit is due. It was agreed to contact Steve Fox for clarification of the duties the ranger could undertake and what arrangements were in place for any of the usual duties that he couldn't do.

212/16

**Highways Report:** Cllr. Stephen reported that the dip in the A30 at entrance to the village from Yeovil had been repaired. The white line on Weston Street opposite the Forge Lane junction and the repairs to the concrete cover outside Barrows Farmhouse will be done in the next financial year. The blocked ditch and drain in Broad Lane had been cleared by the ranger. The pothole outside the playing field and the mud on the road left by farm contractors on Westways had been reported on 4<sup>th</sup> February and were still awaiting attention. In response to a complaint by an Orchardleigh resident about inconsiderate parking, the Crewkerne Neighbourhood Beat Team had posted a leaflet through all doors asking residents to be mindful of the needs of others when parking.

213/16

**Play Area Report:** i) Cllr. Early reported that a hole had appeared in the surface under the archway. She was advised that Nick Weber may have some of the granule mix to repair this and she agreed to contact him. ii) The Pre-school group had been approached regarding the pressure washing of the surfaces and had stated their concern that this may damage the surfaces and unless specialist cleaner was used it may result in even more algae. Cllr. Stephen suggested that Cllr. Early contacted Steve Fox at SSDC who would be able to advise on the best method and products to use. iii) Wicksteed's had sent a brochure giving information on their free service for playground planning and grant advice and Cllr. Early said she would contact them and report back at the next meeting.

214/16

**Rights of Way Report:** Cllr. Bussell reported that SCC had contacted him to say that they had been asked for a new finger post for the pathway off East Chinnock Hill. New signs had been installed by the new bridge over Chinnock Brook.

215/16

**Items of Report:** Cllr. Stephen said that he and Cllr. Cox would be attending the South Somerset Together Welfare Reform Assembly on 17<sup>th</sup> March and will report back at the next meeting.

216/16

**Next Meeting:** will be on Monday 4<sup>th</sup> April, 2016 immediately after the Annual Parish Meeting which will commence at 7.30pm

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  
APRIL 2016 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 4th April, 2016, 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 7<sup>th</sup> March, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes:
  - i) Defibrillator update.
  - ii) Noticeboard update.
  - iii) Report on South Somerset Together Welfare Reform Assembly.
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications:- to consider Planning Application Number 16/01070/FUL for the erection of a summerhouse at Netherhay, Fordhay, East Chinnock.
8. Entertainment's Committee report.
9. Clerk's report & correspondence:
  - i) To agree East Chinnock Under 5's Preschool Group's Summer Fair date.
  - ii) To consider joining Campaign to Protect Rural England and supporting their Yeovil Green Belt petition.
  - iii) Coker Forum report.
  - iv) Dog fouling update.
10. Finance:-
  - i) To review and agree the Council's Asset Register.
  - ii) To review and agree the Council's Standing Orders and Financial Regulations.
11. Payments to approve:
  - i) East Chinnock Village Hall £97.50 for Post Office outreach rent for April to June, 2016
  - ii) N. Weber £59.18 for mower fuel and belts.
  - iii) M. Randell £11.24 for home office allowance and stamps.
  - iv) SSDC £489.60 for Parish Ranger half yearly invoice.
  - v) A. Hallett £433.00 for Race Night float

To note that the direct debit for £35 per year to the Information Commissioner's Office for Data Protection Registration renewal will be paid on 13<sup>th</sup> April.
12. Parish Plan report.
13. Community Land Trust report.
14. Parish Ranger report.
15. Highways 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*

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

Minutes of the East Chinnock Parish Council meeting held on Monday 4th April, 2016 starting at 7.45pm in the Village Hall.

<b>Present</b>	Chairman Cllr Ian Stephen
Councillors	Mike Bussell, Dr John Cox, Paul Taylor and Dave Tuck,
Officer	Maureen Randell
District Councillor	Ric Pallister (part of meeting)

**Public Question Time:** There were 18 residents present plus Mick Clark (Chairman Barwick & Stoford Parish Council)

- 1/16**      **Apologies for absence:** Cllrs Early and Maggs.
- 2/16**      **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 3/16**      **Minutes of the last meeting:** Cllr Taylor proposed and Cllr Cox seconded that the minutes, having previously been circulated, be signed by the Chairman as a true record of the March meeting.
- 4/16**      **Matters arising:** i) Cllr Cox reported that the defibrillator group had met and decided that the entrance hall of the village hall was the best place to install the machine as it would be protected from the weather and the electrics were readily available. Access could be given using an exterior keysafe with the combination being held by the ambulance service. He will bring the Resuscitation Annies and DVDs to the coffee morning on 19<sup>th</sup> April and an evening training event will be organised for May. The clerk was asked to contact The British Heart Foundation to see if there was a dummy machine for training purposes.  
ii) Cllr Tuck reported that there was a wide variation in price for noticeboards with most only being guaranteed for two years. Cllr Pallister suggested that it might be useful to email other local councils to see if they had any contacts. Mick Clark said that HMP Portland undertake commissions for the cost of the materials only. He agreed to speak to them and pass the details onto Cllr. Tuck.  
iii) Cllr. Stephen gave a report on the South Somerset Together Forum which he attended with Cllr. Cox on 17<sup>th</sup> March. The aim of the meeting was to discuss and gather views on what is needed to better understand the changes in the welfare system and the challenges they present for the South Somerset community. There were a range of speakers on topics that included The Universal Credit, the work of the Citizens Advice Bureau, Yeovil Lord's Larder and housing for young people. Full details are available on the SST website at [www.southsomersettogether.org.uk](http://www.southsomersettogether.org.uk).
- 5/16**      **District Councillor's Report:** Cllr Pallister said that parish councils will have to increase their precepts in future years to take into account the discounts to council tax given for single occupation, disabilities, low income households etc. These had previously been funded by central government but would in future have to be met by the local community. He agreed to obtain the current figures for the next meeting to give some idea of the possible liability. Cllr. Cox said that this might be something that the Feoffees may be able to assist with. As a resident, Cllr. Pallister had undertaken the early season grass cuts on the playing field. The council mower had struggled with the first cut and he had borrowed a larger mower from Andy Gliddon. The council asked the clerk to write and thank him for the loan of the mower. A rota was now needed for future cuts. Cllr. Tuck volunteered to undertake the April cuts and Marianne Merchant agreed to draw up a rota of volunteers for the remainder of the season.
- 6/16**      **County Councillor's Report:** A Parliamentary Assistant for Cllr. Fysh had forwarded a Council Briefing February 2016 which was received on Monday 4<sup>th</sup> April at 6pm too late for circulation to Cllrs. Cllr Stephen read out the highlights. The main points of interest to the parish were:-i) The 2016/17 budget allows for a capital investment of £75m on roads, schools and economic development. Council Tax has been increased by a total of 3.99% with 2% of this being ring fenced Adult Social Care. ii) The proposed cut in the county subsidy to the free bus pass users who use community transport has been scrapped following feedback to the public consultation. iii) If a mobile library stop is unused for 3 visits or has less than three regular users it is likely to be withdrawn. The full text is available from the clerk.

## Draft

- 7/16 Planning Applications:** The councillors were all in agreement that the council should support Planning Application No. 16/01070/FUL for the erection of a summerhouse at Netherhay, Fordhay.
- 8/16 Entertainments Committee:** Cllr Taylor said that the Entertainments Committee were meeting on Tuesday 5<sup>th</sup> April to finalise the arrangements for the Royal Race Night to be held in the village hall on Saturday 23<sup>rd</sup> April. He asked everyone who would be attending to let the committee know as soon as possible so that they could organise the seating. District Cllr Pallister left the meeting.
- 9/16 Clerk's report and correspondence:** i) Cllr Cox proposed with Cllr Tuck seconding that the East Chinnock Under 5's Preschool group be given permission to use the playing field for their annual Summer Fair to Saturday 26th June.  
ii) The councillors decided that, in view of financial constraints, they could not join The Council for the Protection of Rural England (CPRE). They also agreed that it was not the council's policy to sign petitions but the councillors are free as individuals to sign CPRE's petition for a green belt around Yeovil.  
iii) the clerk had attended the inaugural meeting of the Coker Forum and reported that the main items discussed were:- a) those who used the ranger scheme were concerned at the lack of experience of the new ranger and questioned whether the scheme was delivering value for money. Cllr Pallister agreed to look into this and as a result a more experienced operative has been assigned to the parishes. b) Most of the villages present had a Parish Plan, or were preparing one, but only East Coker was working on a Neighbourhood Plan. This is a more complex and costly exercise but it does carry legal status compelling the district authority to take the desires expressed in the document into consideration when anything is being planned in their parish. c) Most parishes are organising some form of celebration for the Queen's 90<sup>th</sup> Birthday, mainly along the lines of picnics/fun days. d) The chairman asked everyone to consider opportunities for the pooling of resources and contacts to make savings in time and money. e) All those present were unhappy with the level of support received from the County Councillor and also in some cases the county officers. Cllr. Pallister suggested that it might be useful to have an SCC officer attend future meetings to explain how their department worked, outline future plans and give contact details.  
iv) The clerk reported that the Environmental Enforcement Officer had visited the village and posted several new dog fouling notices, mainly along, and paths off, Weston St. The only place he found any fouling was by the speed signs at the far end of the village. He will patrol again when he can.
- 10/16 Finance:** i) the Asset Register was reviewed and Cllr Taylor proposed with Cllr Cox seconding that the register be accepted. ii) Cllr Stephen and the clerk had looked at the Standing Orders and Financial Regulations and a list of their recommended amendments was read out. Most of the changes were to tidy up wordings and make their meaning clearer. Cllr Bussell proposed and Cllr Cox seconded that the changes be approved.
- 11/16 Payments:** the following payments were presented and approved with Cllr Taylor proposing and Cllr Tuck seconding the motion to approve:  
i) East Chinnock Village Hall £97.50 for Post Office outreach rent for April to June, 2016  
ii) N Weber £59.18 for mower fuel and belts.  
iii) M Randell £11.24 for home office allowance and stamps.  
iv) SSDC £489.60 for the half yearly Ranger payment.  
v) SSDC £178.99 for Chinnock Chimes and Parish Plan printing  
vi) A Hallett £433.00 for Royal Race Night float.  
It was noted that a direct debit for the £35 annual fee will be paid on 13<sup>th</sup> April to The Information Commissioner's Office for Data Protection Registration.
- 12/16 Parish Plan:** Cllr Bussell reported that The Parish Plan had been circulated with the last edition of The Chimes. The chairman of the Parish Plan committee had received about half a dozen responses so far which had mainly been very positive. One resident complained that the parking issue had not been given enough attention but the committee had discussed this at length and concluded that there was very little that could be done to improve the situation. Advisory white lines had been painted in a number of locations (entrance to Carters Lane & in Orchardleigh), but unfortunately some drivers were ignoring them. Cllr Stephen said that it was down to residents and their visitors to be considerate when parking and if problems persist please inform the council who will liaise with the Highways Department for advice on

### Draft

any further measures that can be implemented. Cllr Bussell said that The Parish Plan was intended to be a living document and would be regularly reviewed and updated. New members for the committee were needed for this and any volunteers should contact Cllr Bussell.

- 13/16** **ECCLT:** The committee are meeting on 8<sup>th</sup> April to discuss their next move following the finalisation of the sale of the Portman Arms. Cllr Taylor said if any resident had any suggestions could they please contact him or Cllr Cox.
- 14/16** **Parish Ranger Report:** The new ranger will visit on Thursday 21<sup>st</sup> April when as well as his regular tasks of litter picking, sweeping and weeding, he will clear out the grid at the top of Orchardleigh and up Broad Lane. Cllr Cox asked to be informed if there were any additional areas that needed attention.
- 15/16** **Highways Report:** i) Cllr. Stephen reported that the Pre-School had informed him of a loose manhole cover. Wessex Water visited the same day but confirmed it was not their responsibility but that of the Diocesan Board as owners of the land. St Mary's PCC have been informed and will attend to it. ii) A team were seen litter-picking down The Hollow which was probably by the Community Payback Service team; any litter hotspots should be reported to the Parish council. iii) The gales over Easter weekend had caused a tree to come down blocking Westways. After reporting it SCC Highways on Easter Tuesday it had been cleared on the afternoon of Thursday 31<sup>st</sup> March when tree surgeons became available.
- 16/16** **Play Area Report:** Cllr Early reported that a couple of the stanchions on the fence extension were leaning, possibly as a result of children climbing on them; she will monitor the situation. She had been in contact with Streetscene (SSDC) regarding the slippery surfaces under the play equipment but was advised that jet washing would cost £100. With the better weather coming these surfaces should be less hazardous but she will continue to look in to cheaper, alternative solutions before next winter.
- 17/16** **Rights of Way Report:** Cllr Bussell said there were no issues with any pathways. He had still had no reply from the agent regarding the proposed pathway to Broad Lane.
- 18/16** **Items of Report:** There were no items to report. Cllr. Stephen thanked the members of the public for attending.
- 19/16** **Next Meeting:** will be on Monday 9th May, 2016
- 20/16** **Clerk's Appraisal:** Parish Councillors discussed the annual appraisal report produced by Cllrs Stephen, Bussell and Early after their review meeting with Mrs Maureen Randell on Tuesday 22<sup>nd</sup> March 2016 and endorsed the assessment made. It was proposed that Cllr Early, not being the chair or a bank signatory, should monitor and verify the Clerk's monthly pay and expenses claims, to be itemised in the monthly Clerk's report, and the quarterly bank reconciliations in accordance with Financial Regulations 2.2.  
Proposed: Cllr Cox, Seconded Cllr Bussell: passed unanimously.

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

Signed ..... (Chair)      Date.....

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**EAST CHINNOCK PARISH COUNCIL  
ANNUAL PARISH COUNCIL MEETING AGENDA MAY 2016**

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 9th May, 2016, 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 accept the resignations of Cllrs. Stephen and Maggs.
2. Election of Parish Council Chairman and signing of Acceptance of Office Form.
3. Election of Vice Chairman and signing of Acceptance of Office Form.
4. Apologies for absence.
5. Declarations of interest and to receive any written requests for DPI dispensations.
6. To sign as a correct record the minutes of the last meeting held on 4th April, 2016. Draft minutes have been circulated.
7. Matters arising from the minutes: i) Defibrillator update ii) Noticeboard update.
8. District Councillor's report.
9. County Councillor's report.
10. Planning applications: i) to note the council's support for application number 16/01090/FUL has been passed to SSDC. ii) to note that applications numbered 16/00832/FUL, 16/01070/FUL and 16/01153/FUL have been granted by SSDC.
11. Clerk's report & correspondence:
  - i) Casual Vacancies
  - ii) To review and agree The Publication Scheme, Complaints Procedure, Health & Safety Policy and Equality & Diversity Policy (previously circulated)
  - iii) To agree mower repair costs.
12. Finance:
  - i) to note that 2016/17 precept of £7,760 and Government Grant of £160 have been received.
  - ii) to note that the internal audit was completed on 19<sup>th</sup> April, 2016
  - iii) to approve and sign Section 1 & 2 of The Annual Return (previously circulated)
  - iv) to note the financial summary and bank reconciliation for 2015/16 (previously circulated)
  - v) to agree renewal of Council Insurance Policy.
13. Payments to approve:
  - i) St. Margaret's Hospice in Yeovil re internal Auditor - £50
  - ii) Came & Co. Insurance Premium of £273.75
  - iii) SALC £130.10 for Annual Membership Fee
  - iv) M Randell expenses £30.20
  - v) S. Saunders £100 for race night pasties
  - vi) P. Taylor £354.40 for race night refreshments.
  - vii) M. Jones £10 for Kurling Trophy engraving.
14. Parish Plan i) report ii) to appoint council contact.
15. Entertainments Committee: i) report ii) appointment of council representatives iii) to consider and agree budget for Meet & Music Evening.
16. East Chinnock Community Land Trust: i) report. ii) appointment of council representatives
17. Parish Ranger: i) report and ii) appointment of council representative.
18. Highways: i) report ii) appointment of council representative.
19. Play Area: i) report ii) appointment of council representative.
20. Rights of Way: i) report ii) appointment of council representative.
21. Items of report.
22. To agree date of next meeting and note the meeting dates for the coming year:



*Maureen Randell  
Clerk to East Chinnock Parish Council*



## EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 9th May, 2016 starting at 7.30pm in the Village Hall.

### Present

Councillors	Dr John Cox, Mike Bussell, Paul Taylor and David Tuck
Officer	Maureen Randell
Previous Chairman	Ian Stephen
District Councillor	Ric Pallister (part of meeting)

**Public Question Time:** There were no residents present.

- 21/16** Letters of resignation had been received from Cllrs Stephen and Maggs. Cllr. Taylor proposed with Cllr. Cox seconding the motion that the resignations be accepted. The councillors thanked Ian Stephen for all his hard work for the community and asked the clerk to send thanks to Caroline Maggs.
- 22/16** **Election of Chairman:** Mr Stephen opened the meeting and called for nominations to take over as chairman. Cllr Cox proposed Cllr Taylor with Cllr Bussell seconding. Cllr Taylor was duly elected and signed the Acceptance of Office Form.
- 23/16** **Election of Vice-Chairman:** Cllr. Bussell was proposed by Cllr Cox with Cllr Tuck seconding. Cllr Bussell was duly elected and signed the Acceptance of Office Form.
- 24/16** **Apologies for absence:** Cllr Early
- 25/16** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 26/16** **Minutes of the last meeting:** Cllr Cox 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.
- 27/16** **Matters arising:** i) Cllr Cox advised that the defibrillator casing and charging unit had been installed in the entrance hall of the village hall. The resuscitation mannequins and training dvds had been available at last week's coffee morning and seven sets had been taken home. He had looked into training but this would cost £150. He said that he would ask the Feoffees if they were willing to fund this and report back to the next meeting. ii) Cllr Tuck reported that he was still waiting for Mick Clark from Stoford & Barwick Parish Council to get back to him about the possibility of a local prison workshop making a noticeboard.
- 28/16** **District Councillor's Report:** This was deferred until later in the meeting as Cllr Pallister had another meeting to attend first.
- 29/16** **County Councillor's Report:** Cllr Fysh was not in attendance and no report had been received from his office.
- 30/16** **Planning Applications:** i) The council noted that the clerk had informed SSDC that they had no objection to Application No. 16/01090/FUL. ii) They also noted that applications numbered 16/00832/FUL, 16/01070/FUL and 16/01153/FUL had been granted by SSDC.
- 31/16** **Clerk's report and correspondence:** i) The clerk reported that following the resignation of Cllrs Stephen and Maggs the council would need to advertise the Casual Vacancies. The Electoral Services Department at SSDC will be informed and the Casual Vacancies Notice published this week. ii) The Publication Scheme, Complaints, Procedure, Health & Safety Policy and Equality and Diversity Policy were reviewed and Cllr Cox proposed that they be adopted with Cllr. Bussell seconding. iii) Nick Weber had contacted the clerk to say that the mower tyres needed replacing at an estimated cost of £90. Cllr. Cox proposed that this be authorised with Cllr. Tuck seconding. The clerk agreed to tell Mr. Weber. iv) The clerk advised that the Jewells had emailed regarding the website. They are concerned that the current package is quite sophisticated and may require a steep learning curve for someone to take over should they be unable to continue. As the council has a legal obligation to publish material to a fairly tight timescale they think it would be advisable for the council to have a basic website just for the publication of the documents required by The Transparency Code. They will look into suitable packages and the clerk agreed to enquire whether funding was still available under the Transparency Code grant scheme. v) Following the clerk's attendance at an Audit Course last week a valuation of the council's assets for audit purposes has been produced showing a total valuation of £25,835.

- 32/16 Finance:** i) it was noted that the Precept and Government Grant for 2016/17 had been received. ii) It was noted that the internal audit had been completed on 19<sup>th</sup> April, 2016. iii) The Annual Return paperwork had been circulated to councillors. Cllr Bussell proposed with Cllr Tuck seconding that the Annual Governance Statement be agreed and signed by the chairman. iv) Cllr Bussell proposed with Cllr Tuck seconding that the Accounting Statements in Section 2 of the Annual Return were a true record and the chairman signed this section. The Annual Return paperwork will now be sent for external audit. v) the year-end financial summary and the bank reconciliation for 2015/16 were approved with Cllr Cox proposing and Cllr Tuck seconding. vi) Cllr Cox proposed with Cllr Bussell seconding the motion that the Council's insurance be renewed with Came & Co. The premium this year is £273.75 which is lower than last year following the recent amendment to the sums insured.
- 33/16 Payments:** the following payment were presented and approved with Cllr Bussell proposing and Cllr Cox 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) Came & Co. for £273.75 for the council's annual insurance premium. iii) Somerset Association of Local Councils £130.10 for annual membership fee. iv) Maureen Randell £30.20 for home office expenses as agreed plus printer ink and travel expenses for the Audit course. v) S. Saunders Butchers £100 for Race Night pasties. vi) P. Taylor £354.40 for race night refreshments. vii) M. Jones £10 to reimburse the cost of engraving the Kurling Trophy.
- District Councillor Ric Pallister arrived at this point and gave his report.
- 34/16 District Councillor's Report:** i) Cllr Pallister reported that the Full Council had approved the re-organisation of the council that should see savings of £2m within 2 years. This will still leave just over £2m to find and it is hoped to generate this by operating commercially in a number of ways. One of these initiatives is likely to be the owning and renting of housing stock. The council will be working with Sedgemoor District Council on joint projects. ii) The senior management team had been reorganised and a new CEO was being recruited and would be supported by one Director, rather than up to six as in previous years. iii) The Westland Complex negotiations are still proceeding, albeit at a slower pace than anticipated.
- 35/16 Parish Plan:** i) Cllr Bussell reported that there had been only one email response to the publication of the plan and that was regarding speeding along The Hollow. He will visit the resident and explain that the speed limit of 30mph was extended further up the road some years ago and that there is very little that can be done by the council in addition to that. ii) Cllr Bussell said that he was willing to continue as Parish Plan liaison and Cllr Cox proposed that this be approved with Cllr. Tuck seconding.
- 36/16 Entertainments Committee:** i) Cllr Taylor reported that the Royal Race Night was enjoyed by all who attended. It will probably make a small profit after sales of some of the surplus stock. Any remaining stock will be carried over to the Meet & Music event which will be held on 2<sup>nd</sup> July. The Scarecrow competition was very successful last year and will be run again this year with an Olympic theme. The Entertainment's Committee have agreed that £200 of last year's profits should be allocated towards the purchase of a noticeboard rather than being placed in the reserves. ii) Cllr Bussell proposed with Cllr. Cox seconding that Cllrs Tuck and Taylor continue as the council representatives. iii) The budget for the Meet & Music event will be presented to the June meeting.
- 37/16 East Chinnock Community Land Trust Report:** i) Cllr Cox said that there was nothing to report at the moment. ii) Cllr Bussell proposed with Cllr. Tuck seconding that Cllrs Cox and Taylor continue as the council representatives.
- 38/16 Parish Ranger Report:** i) Cllr. Cox reported that the new ranger had worked well on his recent visit. In addition to his usual tasks he had cleared the ditch at Broad Lane. His next visit will be in June and Cllr asked that he be informed if there were any additional tasks that needed to be added to his list. ii) Cllr Tuck proposed with Cllr. Bussell seconding that Cllr. Cox carried on as the Ranger liaison.
- 39/16 Highways Report:** i) Ian Stephen had forwarded his final report which was read out by Cllr Taylor. He reported that a brass fitting had fallen from a power line after being hit by a football and Western Power had attended very quickly. The temporary Speed Indicator Device installed by Carters Lane in March showed that vehicles are still exceeding the speed limit. As a result the village will continue to have regular temporary installations. The

Odcombe road had patching and surfacing work carried out in April. The white line at the junction of Weston Street and Forge Lane is stuck in a 'backlog of work'. ii) It was agreed that Cllr. Taylor would look after highways until the council vacancies had been filled.

40/16

**Rights of Way Report:** i) Cllr Bussell reported that Symonds & Sampson have written to the owners of the land proposed for a pathway to Broad Lane, recommending that they give permission for the pathway. The owners live abroad and have not replied yet. He will continue to pursue this. ii) Cleeves Track has been used by a vehicle and Cllr Tuck said that he thought part of track was originally designated as roadway. Cllr Taylor asked if motorbikes were allowed to use the bridlepaths. Cllr Bussell said that he would check what was allowed as he thought it was a restricted bridleway with no motorised vehicles allowed. The track is overgrown in places and he has cleared some of the brambles to protect the horse riders. He intends to check and clear the stiles in the summer. iii) Cllr Bussell said that he was willing to continue as the Right of Way representative and Cllr Cox proposed that this be approved with Cllr. Tuck seconding.

41/16

**Play Area Report:** There was nothing to report on the play area. Cllr. Cox proposed with Cllr Bussell seconding that Cllr Early continued to take responsibility for this area, providing she is in agreement.

42/16

**Items of Report:** Cllr Tuck said that there was problem with dogs off leads and not under the control of their owners. It was agreed that the clerk would ask The Chimes editor to put a reminder in the next issue that owners should keep their dogs under control on pathways so as not to inconvenience other users.

43/16

**Next Meeting:** will be on Monday 6<sup>th</sup> June, 2016. Meeting dates for the remainder of the year are 4<sup>th</sup> July, 5<sup>th</sup> September, 3<sup>rd</sup> October, 7<sup>th</sup> November and 5<sup>th</sup> December.

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**  
**June 2016 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 June, 2016, 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 9<sup>th</sup> May, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes: i) defibrillator update. ii) noticeboard update
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: i) To agree council's response to Application No. 16/02193/FUL ii) to note council's response to Applications numbered 16/01955/FUL and 16/01959/FUL .iii) to note that Application No. 16/01090/FUL has been granted.
8. Entertainments Committee: i) to approve Meet & Music event budget ii) report
9. Clerk's report & correspondence:
  - i) Casual Vacancies update
  - ii) To consider the council's response to the letter from Brimble Lea & Partners regarding the proposed pathway to Broad Lane.
  - iii) Website update.
  - iv) West Coker Forum update
10. Finance:
  - i) To note that the Annual Return paperwork has been submitted for external audit.
11. Payments to approve:
  - i) Anne Hallett £600 for Meet & Music Float
  - ii) SALC £15 for Audit Training Course
  - iii) Clerk's salary and expenses £851.94
  - iv) Somerset Playing Fields Association £15 annual membership fee.
  - v) Village Hall £132.00 for council meetings

To note: i) direct debit to Cox & Co £24.00 for payroll services ii) an additional £52.50 has been received in respect of the race night iii) £2.50 has been received from the Kurling committee. iv) £70 has been received for hire of the marquee
12. Parish Plan report
13. Parish Ranger report
14. Highways report.
15. Play Area report.
16. Rights of Way report.
17. Items of report.
18. 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 6<sup>th</sup> June, 2016 starting at 7.30pm in the Village Hall.

<b>Present</b>	Chairman Cllr. Paul Taylor
Councillors	Dr John Cox, Mike Bussell, Helen Early and Dave Tuck
Officer	Maureen Randell
District Councillor	Ric Pallister (part of meeting)

**Public Question Time:** There were 5 residents present plus Mick Clark, Chairman of Barwick & Stoford Parish Council. Three of the residents spoke of concerns about Planning Application No. 16/02193/FUL for a new build in Forge Lane. They raised a number of issues, including the size of the property, the roof height, the construction methods, access and services. Cllr Pallister said that access and rights of way were civil matters between landowners and would not be taken into consideration in the planning process. Wessex Water and the Highways department would be consulted with regard to drainage, parking etc. and the build would have to comply with building regulations. He said that there were instances where planning permission had been granted but the works had been unable to go ahead because of other issues such as access. A construction plan could be asked for if there were concerns about the building methods. He said that residents should send their comments to the case officer at the District Council. Where issues had been raised the applicant would be asked for clarification and if there were objections sent in either by the Parish Council or sufficient of the neighbours the application would be referred to the planning committee for discussion rather than being decided by the planning officers.

- 44/16**      **Apologies for absence:** None
- 45/16**      **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 46/16**      **Minutes of the last meeting:** Cllr Cox proposed and Cllr Bussell seconded the motion that the minutes, having previously been circulated, be signed by the Chairman as a true record of the May meeting.
- 47/16**      **Matters arising:** i) Cllr Cox reported that the Feoffees had paid for the installation of the defibrillator casing and will also cover the cost of training and this will be arranged shortly. ii) With regard to the noticeboard the prisoners can build the frame work and this will be charged at material costs as they are not allowed to charge for the labour. They are also not allowed to handle glass so this will have to be fitted after delivery. Costings should be available within the next couple of weeks.
- 48/16**      **District Councillor's Report:** i) The lease for the Augusta Westlands complex has been signed. ii) Devolution is still being discussed and the government have indicated that they may be willing to devolve powers to Somerset and Devon without the need to have a mayor. David Warburton the MP for Somerton and Frome is not in favour of the scheme as he fears Devon will dominate to the detriment of Somerset. Discussions are continuing. iii) The District Council have been asked to commit £640,000 to upgrading broadband but as no details of what will be given in return are being made available they have refused to commit at present. The money remains in the budget and discussions are ongoing. Cllr Pallister was asked about the closure of the A30 towards Crewkerne as residents were concerned about the bus service and feared it may be suspended. He said that he would investigate this and let the council know as soon as possible. He suggested that the council might like to write to Highways asking for an Accident Blackspot sign to be installed and agreed to forward contact details for the person to write to.
- 49/16**      **County Councillor's Report:** a report headed Coker Division April, 2016 was received after the May meeting. The clerk said that it has been circulated and the points of interest locally were as follows: i) The Somerset Choices website was to be expanded to include children's and families' services and groups as well as adult's services. ii) The contribution of foster carers was celebrated at an awards event in April. More foster carers are always needed, particularly for older children, those with disabilities and sibling groups. The Stepping Stones to Independence initiative aims to help 16 to 21 year olds along the road from care to independent living and is also looking for carers/mentors. Anyone interested should ring 0800 587 9900 or visit [www.fosteradoptsomerset.org.uk](http://www.fosteradoptsomerset.org.uk)
- 50/16**      **Planning Applications:** i) In view of the concerns raised by the public the councillors decided that more time was needed to consider their response to Application No.

## Draft

16/02193/FUL for the new build in Forge Lane. ii) It was noted that the council had supported applications numbered 16/01955/FUL (The Hayloft, Dawes Farm) and 16/01959/FUL (Weston Cottage, Weston Street). iii) The councillors noted that application no. 16/01090/FUL for an extension to the agricultural building at Barrows Hill had been granted. iv) The councillors were informed that a notice of permission for an agricultural Barn at Broad Farm had been received under Application No. 16/01990/AGN after the agenda was prepared. This is a permitted development. v) Also received after the agenda was circulated was Application No. 16/02447/S73A regarding a variation to conditions applied to the previous application for work at Brierley, Forge Lane. This was for a change in the fenestration and Cllr Early proposed that this should be supported with Cllr Bussell seconding. The clerk will write to the planning officer accordingly.

**51/16 Entertainment's Committee:** Cllr. Taylor said that the budget for the Meet & Music event to be held on 2<sup>nd</sup> July and the Scarecrow Competition, had been circulated and a float of £600 would be required. This was higher than last year as more items needed to be paid for in cash. Cllr Early proposed that this be approved with Cllr Cox seconding. The band is called Out of Order and consists of Westland Managers. There will be burgers, sausages and pork rolls and a bar. It will start at 7.30pm in the marquee on the playing field. Residents are asked to put their scarecrows out from Saturday 25<sup>th</sup> June and the winner will be announced at the Meet & Music evening.

**52/16 Clerk's report and correspondence:** i) The notice for the casual vacancies has been displayed and as no-one has requested a bye-election the council now need to fill the vacancies by co-option. ii) A letter has been received from the agent acting on behalf of the owners of the field that the councillors had identified as being a possible pathway to Broad Lane. The letter suggested that the pathway could be incorporated into a housing development on the field and asked for the council's support in principle. The Chinnock Brook runs parallel to the road along the edge of the field and is prone to flooding. The agent's letter mentioned that such land can be put forward for development if it can be demonstrated that no other sites within an area of lower risk can be developed. Cllr Pallister said that the planning department were unlikely to look favourably on the location as there were other more suitable sites in the village and he felt there was no justification for a ribbon development along the A30. It was agreed that the chairman would draft a response letter which would be circulated for agreement. iii) A letter from the Jewells regarding the need for the council to set up their own website had been circulated. They had included details of the providers suitable for a parish website and the clerk reported that she had obtained details from other providers of local parishes. She recommended that a sub-committee be set up to look into the alternatives and Cllrs Early and Taylor agreed to do this and report back to the next meeting. They would liaise with the Jewells and also Robin Lewis who had set up the Community Land Trust website. iv) The next meeting of the Coker Forum is on Wednesday 29<sup>th</sup> June at Pavett Hall, Barwick. Mick Clark said that representatives from The Somerset Rivers Authority, and Areas South and West of the District Council would be attending. Councillors Taylor and Bussell agreed to go. v) A letter had been received from a resident complaining about the play area and this had been circulated to councillors. They had previously considered moving the goal posts but had decided that increasing the height of the fence was the best option. If the owner had suffered damage as a result of the balls coming over and abuse and trespassing then this was a matter for their insurance company and the police. The council have received reports that some children are afraid to play in that area unless accompanied by their parents because residents have shouted at them. Having thoroughly considered the matter the councillors were of the opinion that there was little more that they could do and the chairman agreed to reply to the resident to this effect. vi) The clerk said that a letter of thanks had been received from St Margaret's Hospice for the donation made in lieu of the internal audit charge. The letter had been circulated and also sent to the internal auditor.

**53/16 Finance:** the councillors noted that the Annual Return paperwork had been submitted for external audit.

**54/16 Payments:** the following payments were presented and approved with Cllr Cox proposing and Cllr Early seconding the motion with all in favour:-

i) Anne Hallett £600 for the Meet & Music Float. ii) Somerset Association of Local Councils £15 for Audit Training Course attended by the clerk. iii) M Randell £851.94 for clerk's salary

## Draft

& expenses. iv) Somerset Playing Fields Association £15 for annual membership fee. v) The Village Hall £132 for the council meetings. vi) Orchard Farm (Nick Weber) £108 for replacement tyres for the mower. vii) South Somerset District Council £66.57 for the printing of the chimes. The invoices for the last two items were received after the agenda was prepared but had been previously approved for payment. The councillors noted the payroll direct debit of £24 to Cox & Co.

The councillors noted the following receipts: i) An additional £52.50 had been received following the sale of surplus stock from the Race Night which leaves the event showing a small profit. ii) £2.50 has been received from the Kurling Committee. iii) £70 has been received for the hire of the marquee.

**55/16 Parish Plan:** Cllr Bussell said that he would be contacting the resident who emailed regarding the Parish Plan. He stated that whilst Parish Plan could be cited to support planning comments, grant applications etc., it did not have the legal status of a Neighbourhood Plan. A Neighbourhood Plan carried more weight, particularly when planning applications were being considered by the District Council but would require a large investment of time and money. He said that the Parish Plan was a living document which needed to be updated regularly and he proposed that it be reviewed in six months time. This was seconded by Cllr. Early

**56/16 Parish Ranger Report:** i) Cllr Cox reported that the ranger is next in the village on 16th June. He was advised that the junction sightlines needed strimming and said that councillors should let him know if there was anything else that needed adding to the usual tasks.

**57/16 Highways:** Cllr. Taylor reported that he had emailed Colin Fletcher of the Highways Department to ask when the white line in Weston Street, opposite the junction with Forge Lane would be painted and also asked him about the potholes on Weston Street by the play area but had not yet received a reply. He said that he had received an email from a resident about the clanking grid at the bottom of The Hollow which will be reported to Highways.

**58/16 Play Area Report:** nothing to report.

**59/16 Rights of Way Report:** Cllr. Bussell reported that Cleaves Track is a restricted byway which means it can be used by pedestrians, horses and non-mechanical vehicles. Mechanical vehicles can only use the byway to access their land or with the permission of the landowner. Infringements of these regulations are dealt with under Section 4 of The Road Traffic Act and can result in a fine of up to £1000 and seizure of the vehicle. It is understood that a tractor uses the track to take feed to sheep in one of the adjoining fields. Cllr. Bussell said that any unauthorised use of the track by vehicles should be reported to the police.

**60/16 Items of Report:** The clerk and Cllrs Taylor, Early and Bussell had attended a Planning Seminar at the District Council. All agreed that this had been useful and as a result the clerk had produced a list of material and non-material considerations which would be attached to planning applications being circulated to remind councillors what aspects of the application could be commented upon.

**61/16 Next Meeting:** will be on Monday 4th July, 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  
JULY 2016 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 4<sup>th</sup> July, 2016, 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 6th June, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes
  - i) Defibrillator update
  - ii) Noticeboard update
  - iii) Website update
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: i) to note council's response to Application Numbers 16/02193/FUL and 16/01959/FUL. ii) To note application No. 16/01955/FUL has been granted.
8. Clerk's report & correspondence:
  - i) Casual Vacancies
  - ii) To discuss Listening Learning Changing Consultation
9. Entertainments Committee report
10. Payments to approve:
  - i) M. Randell £29.80 for expenses.
  - ii) S. Saunders £120.00 for Meet & Music event meat
  - iii) EC Village Hall £97.50 for hire charges for Post Office outreach service
  - iv) Greenslade Taylor Hunt £20.00 for Playing Field Rent.
  - v) Nick Weber £82.01 for mower fuelTo note £100 received for tent hire
11. Finance: to approve Annual Risk Assessment.
12. Parish Ranger report.
13. Highways report.
14. Play Area report.
15. Rights of Way report.
16. Items of report and items for The Chinnock Chimes.
17. 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 4<sup>th</sup> July, 2016 starting at 7.30pm in the Village Hall.

**Present** Chairman Cllr. Paul Taylor  
Councillors Dr John Cox, Helen Early and Dave Tuck  
Officer Maureen Randell  
District Councillor Ric Pallister (part of meeting)

**Public Question Time:** There were 7 residents present plus Mick Clark, Chairman of Barwick & Stoford Parish Council. Mrs Merchant said that the well by Barrows Farmhouse had now been capped and the broken drain cover by the playing field had been repaired. A number of residents spoke of concerns about Planning Application No. 16/02581/FUL for an extension and works at East Chinnock Farmhouse in Weston Street. The chairman told them that there were a set of plans available for them to take home and study and that they should submit their concerns to the case officer Linda Hayden at South Somerset Planning Department by 13<sup>th</sup> July. One of the residents said that the drain outside his house on Weston Street had blocked following the recent heavy rain. He had cleared the drain but thought that it should be monitored and this was agreed

- 62/16** **Apologies for absence:** Cllr Bussell sent his apologies
- 63/16** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 64/16** **Minutes of the last meeting:** Cllr Cox proposed and Cllr Early seconded the motion that the minutes, having previously been circulated, be signed by the Chairman as a true record of the June meeting.
- 65/16** **Matters arising:** i) Cllr Cox reported that the key safe would be installed shortly and he was making enquiries about signage. A training event would be organised for September after the holiday period. ii) Mick Clark, the Chairman of Barwick and Stoford Parish Council had brought the new noticeboard to the meeting. It has been made by the prisoners at HMP Portland and as they used surplus wood there is no charge. The councillors asked if they could donate some tools to the workshop but were told that this was not possible because of regulations. Mr Clark was asked if he could organise an additional smaller noticeboard and said this would be charged at the cost of the materials only. He also agreed to commission a flower tub. The councillors thanked him for his efforts on their behalf and asked that he pass their thanks onto the prison and prisoners. iii) Cllr Taylor had spoken to Robin Lewis who produced the website for the Community Land Trust and he has agreed to help. Cllrs Taylor and Early will meet with Mr Lewis over the summer and report back to the September meeting.
- 66/16** **County Councillor's Report:** a report headed Coker Division July 2016 was received at 6.45pm which was too late to include in the clerk's report. The report will be circulated to councillors and a summary of anything relevant will be reported at the next meeting.
- 67/16** **Planning Applications:** i) The councillors noted that their response to Applications Numbered 16/02193/FUL (new build in Forge Lane) and 16/01959/FUL (Weston Cottage extension) ii) They also noted that Application Number 16/01955/FUL for replacement doors at The Hayloft, Dawes Farm had been granted.
- 68/16** **Entertainment's Committee:** Cllr Taylor reported that early indications were that the Meet & Music event had made a profit. The event was enjoyed by all who attended and the weather was kind. Cllr Taylor thanked everyone who had worked hard to make the event a success and also Nigel Stewart of Bridge Farm for the donation of cider. He said that the committee were disappointed that scarecrow competition had attracted fewer entries than last year. The next event is Bonfire Night on Saturday 5<sup>th</sup> November.
- 69/16** **Clerk's report and correspondence:** i) one candidate had come forward for the vacancy and he would be joining the council at the September meeting. This still left one place and it was agreed that the clerk would ask The Chimes and the Jewells to advertise this again. ii) Not all the councillors had had time to consider the Looking Learning Changing Consultation and as the deadline is not until September it was agreed to postpone this item until the next meeting. iii) The clerk reported that a resident had phoned regarding overgrown hedges and verges which make it difficult for pedestrians, particularly along the busy A30. It was agreed

that the landowners would be contacted and asked to deal with overhanging vegetation and the clerk would ask The Chimes editor to include a reminder to residents about their responsibilities for this in the next edition. iv) The clerk said that, as agreed at the last meeting, a letter had been sent to the agents for the field by Chinnock Brook, saying that the council could not support development at this site due to the flood risk and there being other more suitable sites in the village. However, they hoped that the owners of the field would be able to agree to the possibility of a pathway to facilitate an off road route to Broad Lane. No reply has been received yet. v) The clerk reported that following further correspondence from the resident about the children's play area, the matter had been referred to the council's insurers and could not be discussed further. vi) The flower boxes in front of the village hall have been planted up and the councillors expressed their thanks to Marianne Merchant who provides and plants the flowers. vii) Cllr Bussell had attended the meeting of The Coker Forum on 29<sup>th</sup> June and sent a report to say that a summary of the meeting would be sent out shortly by the chairman Mick Clark but in the meantime councils had been asked to consider the following: i) Some of the councils in the division expressed their concern over the lack of representation at the County level since the County Councillor entered Parliament and urged councils to write to John Osman the leader of the Council with their concerns. ii) It is understood that it is planned to close Yeovil Police Station and councils are asked to write to Police and Crime Commissioner and the Chief Superintendent making their views on the future policing of the area known. Mick Clark said that councils should stress the need for a fixed police presence rather than any type of 'drop in' centre at the library or other multi-use building. Following closure the main custody centre will be in Bridgewater which would mean police taking someone into custody would be out of the district for around three hours, leaving the area vulnerable.

**70/16** **Payments:** the following payments were presented and approved with Cllr Tuck proposing and Cllr Early seconding the motion with all in favour:-  
i) M Randell £29.80 for clerk's expenses. ii) S. Saunders £120.00 for meat for the Music and Meet event. iii) The Village Hall £97.50 for the quarterly payment for the hire of the hall for the Post Office outreach service. iv) Greenslade Taylor Hunt £20.00 for the first payment of the Playing Field Rent. v) Nick Weber £82.01 for fuel for the mower.  
The councillors noted that £100 has been received for the hire of the marquee.

**71/16** **Finance:** i) The Annual Risk Assessment had been circulated and there were no amendments. Cllr Cox proposed with Cllr Tuck seconding that this be approved. ii) Cllr Early reported that she had checked and agreed the quarterly bank reconciliation produced by the clerk as required by the Financial Regulations.

**72/16** **Parish Ranger Report:** Cllr Cox said that the ranger had done a good job on his visit in June. He would be in the parish again in September and Cllr Cox asked to be informed if anyone had anything that needed adding to his usual tasks.

**73/16** **Highways:** i) Cllr Taylor reported that the white line on Weston Street opposite Forge Lane had been painted and it appears that motorists are respecting it. He will ask Highways if the white lines in Carters Lane can be re-painted. ii) He had received a report that the Chiselborough arm of the signpost at Badgers Cross was broken and he had reported this to Highways. iii) The improvements to the A30 on the Crewkerne side of the village had been completed. It was agreed to monitor the road and if accidents were still occurring on this section, the council would write to the Highways asking for an Accident Blackspot signpost. This affects all the local villages so will be put on the agenda of the next Coker Forum agenda. iv) Cllr Bussell had sent a note to say that the resident on The Odcombe Road who had responded to the Parish Plan Committee expressing concern about the speed and volume of traffic along the road had been visited. It had been explained to him that this matter had been raised in the past and as a result the 30mph speed limit had been extended and the County Council had considered that there was nothing further they could do. The resident also asked that the blocked drains on this stretch of road be reported to Highways as standing water during wet weather have caused problems. Cllr Taylor said that he would deal with this.

**74/16** **Play Area Report:** Cllr Early reported that all the play equipment was in order. A representative from Sovereign Play Equipment was visiting on 5<sup>th</sup> July to discuss the

possibilities for funding and improvements and everyone was welcome to attend the meeting at the play area.

**75/16 Rights of Way Report:** Cllr Bussell had sent a report to say that Footpath Y8/17 between the new bridge and the A30 was now passable. A resident had said that it had been ploughed with no walkway through and the farmer has now driven a tractor along the line of the path restoring it to a usable condition.

**76/16 Items of Report:** No-one had anything extra to add.

**77/16 District Councillor's Report:** District Councillor Pallister arrived at this point and presented his report. He said that the vote to leave the EU had caused uncertainty. Funding from Europe had been agreed for a number of infrastructure projects in the area including phase 2 of The Innovation Centre and it is now not certain whether these funds will be available. Likely changes in government ministers following the election of a new Prime Minister could bring changed priorities which may result in less money for the area. In addition the possibility of a base rate cut would lead to less interest on the council's reserves. The council's plans to become more commercial and generate income will need to take priority to try and cover any shortfall.

**78/16 Next Meeting:** will be on 5<sup>th</sup> September, 2016

There being no further business the Chairman closed the meeting at 8.35pm

Signed ..... (Chair)      Date.....

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

# EAST CHINNOCK PARISH COUNCIL SEPTEMBER 2016 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 5<sup>th</sup> September, 2016, 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 Chris Homewood and Doug Reeve.
4. To sign as a correct record the minutes of the last meeting held on 4th July, 2016. Draft minutes have been circulated.
5. Matters arising from the minutes:
  - i) Defibrillator update.
  - ii) Noticeboard update
  - iii) Website update.
6. District Councillor's report.
7. County Councillor's report.
8. Planning:
  - i) To consider Applications Numbered 16/03177/FUL and 16/03468/FUL
  - ii) To note Planning Applications and Decisions.
9. Clerk's report & correspondence:
  - i) To agree a motion against racism.
  - ii) To consider a response to the County Council Priorities Consultation.
  - iii) To note correspondence and updates.
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 £527.24
11. Payments to approve:-
  - i) Grant Thornton £120.00 for external audit fee.
  - ii) Clerks quarterly salary, including holiday pay and expenses £864.14
  - iii) SSDC £77.71 for printing of Chimes.
  - iv) The Play Inspection Co. Ltd. for £75.00 for the annual inspection of the play area.

To note:

  - i) £120 has been received for marquee hire.
  - ii) £20 received for Chimes advert.
12. Entertainments Committee:
  - i) To consider and approve budget for the Bonfire event.
  - ii) Report
13. Parish Ranger report.
14. Highways report.
15. Play Area:
  - i) To consider inspection report and agree action.
  - ii) Report
16. Rights of Way report.
17. Items of report.
18. 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 September, 2016 starting at 7.30pm in the Village Hall.

<b>Present</b>	Chairman Cllr. Paul Taylor
Councillors	Mike Bussell, Helen Early and Dave Tuck
Officer	Maureen Randell
District Councillor	Ric Pallister (part of meeting)

**Public Question Time:** There were 5 residents present plus Mick Clark, Chairman of Barwick & Stoford Parish Council and Mark Keating, Chairman of Haselbury Plucknett Council. Mr. Plowman said that he was disappointed with the new noticeboard and offered £100 towards the cost of providing something similar to the existing boards. Cllr Taylor said that the old board design was unsatisfactory and the new board had been constructed free of charge by the prisoners at HMP Portland. Cllr Pallister said that the positioning of the board could be improved by hiding the supports behind the wall and providing a step to enable everyone to reach the board. Cllr Taylor said that the board was not finished yet and would look better once it had been stained and weathered. He thanked Mr. Plowman for his offer and if the repositioning and finishing did not improve things the Council may take up his offer and use the new board elsewhere in the village. Mrs Merchant said that the farm trailers had shed straw onto the pavement along the A30 and it was agreed to ask the ranger to deal with this on his next visit. Mrs. Merchant also said that the memorial bench at the Lookout Point needs repairing and Cllr. Pallister suggested that one of the councillors visited Rob Templeman who has always organised the upkeep of the bench.

**79/16            Apologies for absence:** Cllr Cox sent his apologies

**80/16            Co-option:** Doug Reeve had said that he was willing to join the council and Cllr Bussell proposed that he be co-opted with Cllr Early seconding. Mr Reeve signed the Acceptance of Office Form and joined the other councillors.

**81/16            Declarations of Interest and to receive any written requests for DPI dispensation:** All councillors declared an interest in the planning applications for Nick Weber and Cllr Cox to be considered, as they were either neighbours, friends, fellow councillors or committee members.

**82/16            Minutes of the last meeting:** Cllr Bussell proposed and Cllr Early seconded the motion that the minutes be signed by the Chairman as a true record of the July meeting.

**83/16            Matters arising:** i) Cllr Cox had sent a report to advising that the installation of the keysafe and signage was in hand and once this had been completed he would contact the Ambulance Service to activate the defibrillator. A training event had been organised for the village hall on Wednesday 21<sup>st</sup> September. Cllr Taylor asked Cllr Early to thank her husband for all his voluntary installation work. ii) The noticeboard had been covered under the Public Question Time section. iii) Cllr Taylor had organised a meeting for Monday 12<sup>th</sup> September regarding the website.

**84/16            District Councillor's Report:** i) Cllr Pallister reported that SSDC had appointed Alex Parmley as their new Chief Executive. He has a strong track record in commercialisation which should help in the council's efforts to balance a £4.3m budget reduction by 2019-20. ii) It is still too early to be certain what impact BREXIT will have on the region. Hopefully the government's Autumn Statement will ease some of the uncertainty. iii) Another cause for concern is the delaying of the decision on the building of Hinckley C which will have an impact on the local colleges who have geared up to supply the necessary skilled staff. iv) There have been problems with the Refuse Collection and Recycling but following a change of staff at Lufton and the agreement to purchase new vehicles things should improve. v) The District Council derives its income from Council Tax and from central Government. The Government is phasing out their contribution by 2020. The amount of Government Grant is normally announced each December but they are offering a four year deal with all figures agreed now. Unfortunately their figures show that SSDC will be expected to pay the Government £380,000 in 2020. SSDC have argued that this is unfair and they are meeting the minister to put their case this week. vi) The plans for the extension to East Chinnock Farmhouse will be approved. Despite some misgivings about the scale of the extension and the impact of the garage there aren't any valid planning reasons to refuse.

On a Parish level Cllr Pallister said that he had repaired the bent lug on the silt trap and replaced the grid which had been left off but as he didn't have a key he was unable to lock it. He said that



the waders were still hanging on the branch. It was agreed that efforts would be made to track down a key holder as a matter of urgency in view of the safety issues involved.

85/16

**County Councillor's Report:** The last report was not received in time for the July meeting. Items of relevance to the parish are: i) The County Council applied for planning permission for a second exit from the Tesco town centre store through Clarence Street onto to Hospital Roundabout and this has been granted. This should improve traffic flow and be useful for the emergency services. ii) The County Council, alongside The Somerset Safeguarding Children's Board and the Police are reminded everyone to be aware of the possibilities of Child Sexual Exploitation and if they have any concerns about a child's safety to report this to The County Council's call centre on 0300 123 2224 or ring the emergency services. iii) Somerset Waste Partnership are looking for local Food Champions to extoll the virtues of reducing waste. There will be a training event in the autumn in Taunton and anyone interested should email [recycle@somersetwaste.gov.uk](mailto:recycle@somersetwaste.gov.uk) or ring Beth Prince on 01823 625700. iv) There is a shortage of foster carers in the Yeovil area, especially for secondary school age children. Anyone interested should visit [www.fosteradoptsomerset.org.uk/id-like-to-foster](http://www.fosteradoptsomerset.org.uk/id-like-to-foster) or phone 0800 587 9900.

86/16

**Planning Applications:** i) Application No. 16/03177/FUL for five new properties at Orchard Farm was discussed and all agreed that this fitted in with the housing needs of the village as identified in the Parish Plan and the Community Land Trust Housing Survey. The councillors agreed that this application should be strongly supported subject to some minor reservations concerning the use of cladding and the closeness of one of the properties to a neighbouring boundary. Cllr Bussell proposed and Cllr Reeve seconding that the clerk write to the Planning Officer accordingly. ii) Application No.16/03468/FUL for a conservatory at The Warren, Weston Street was discussed with everyone in favour of supporting this. Cllr Early proposed with Cllr Tuck seconding that the clerk write to the Planning Officer accordingly. iii) Since the last meeting the council had also agreed to support Application No.16/02193/FUL for the amended plans for new property in Forge Lane and 16/03006/OUT for a new agricultural property in Westways Lane. iv) The councillors were split on the amended plans for Planning Application No. 16/02581/FUL for East Chinnock Farmhouse. The following comment was submitted to reflect this:- "Whilst some of the councillors are happy with the amended plans, some feel that the proposed adjustments are insufficient to fully address the concerns raised previously." v) SSDC have sent notification that the following planning applications have been granted: a)16/01959/FUL for Weston Cottage. The councillors were concerned that there was inadequate parking and that there may be boundary issues. SSDC planning officer consulted with the ward councillor and they agreed that there was appropriate parking provision and that any future boundary issues would be civil matters between the landowners and of no concern to the council. The application was therefore granted. b) 16/02447/S73A for amendments to original application at Brierley, Forge Lane c) 16/0366/OUT for an agricultural dwelling for Mr & Mrs Greenslade.

87/16

**Clerk's report and correspondence:** i) SSDC have asked that all Parish Council's re-affirm that racism will not be tolerated following recent racially motivated incidents. Cllr Bussell proposed the motion that "This council wishes to make it clear that they totally condemn any form of racism, intolerance, bigotry or xenophobia." This was seconded by Cllr Tuck. ii) The councillors agreed to complete the County Councillors Priorities Survey Form at the end of the meeting and this would then be submitted by the clerk. iii) Following a site meeting between Cllr Cox, Colin Fletcher from Highways and Mick Clark from the Coker Forum it has been agreed that an advisory 40mph sign will be installed on the A30 prior to Barrow's Hill. iv) The council had been in correspondence with the leader of the County Council regarding the lack of service from their County Councillor. The councillors were unhappy with the response they had received but, as it was understood that the current councillor would not be standing for re-election, it was agreed that any further time spent on this would be wasted. Cllr Early asked that when the agenda for the next meeting was sent to Cllr Fysh it included an invitation to attend the meeting. v) With regard to the overhanging hedges in the village it was noted that the hedge by The Portman Arms had been cut by the landowner following a meeting with the chairman. Neighbours of the hedge at the top of College had organised for this to be cut before the council could contact the landowner. They have written asking if the council can reimburse their costs but unfortunately this is not possible and a reply has been sent to this effect. vi) The Police and Crime Commissioner's consultation response has been submitted. The council had expressed concern at the proposed closure of the Yeovil Police Station and custody suite. Cllr Pallister said that the Police Station was no longer fit for purpose and rather than spend a lots of

money upgrading it, it had been decided to look at alternative arrangements. A new custody suite at Sparkford just off the A303 was being considered, with a town centre location for a customer access point. It was hoped that the police and the council could work more closely together to the benefit of the community. The council's response had also included a request for more contact from the local policing team. vii) The Kurling Committee had held their AGM and as they had funds in hand they had decided not to charge subscription fees for the new season. viii) No reply had been received regarding the council's enquiry about running a permissive pathway through the wooded edge of the field next to the A30 to provide a continuous pathway to Broad Lane. It was agreed that a reminder would be sent, stressing that the landowner would not incur any costs.

**88/16 Finance:** The councillors noted that the Audit had been completed and that the VAT Refund paperwork had been submitted to reclaim £527.24.

**89/16 Payments:** the following payments were presented and approved with Cllr Early proposing and Cllr Bussell seconding the motion:- i) Grant Thornton £120 for external audit fee ii) M Randell £864.14 for clerk's quarterly salary including six months holiday pay and expenses. iii) SSDC £77.71 for Chimes printing costs. iv) The Play Inspection Co. Ltd £75.00 for the annual inspection of the play area.

The councillors noted that a total of £320 had been received for marquee and tent hire charges and £20 for an advert in the Chimes. The councillors asked the clerk to send a letter of thanks to Andy Gliddon and his team of volunteers for their hard work in erecting and dismantling the marquee and tents for the hirers.

**90/16 Entertainment's Committee:** i) The budget for the bonfire event was agreed with Cllr Reeve proposing and Cllr Bussell seconding the motion. The cheques will be drawn at the October meeting. ii) Cllr Taylor reported that the Entertainments Committee had held their AGM on 1<sup>st</sup> September and Dave Tuck had been elected as the new chairman. Sue Hinton had stood down as secretary due to work pressures but would continue to help at events whenever possible. The new secretary is Sue Southern. Cllr Taylor said that there was one new committee member but they would still welcome more, especially younger members of the community.

**91/16 Parish Ranger Report:** Cllr Cox had sent a report to say that the ranger had completed all his tasks on his visit in August. He would be in the parish again in October and Cllr Cox had asked to be informed if anyone had anything that needed adding to his usual tasks.

**92/16 Highways:** Cllr Taylor said that the white line in Carters Lane and the grids in The Hollow were still outstanding and he would send a reminder about these. One of the residents asked about the possibility of introducing a 20mph speed limit in Weston Street. In addition those dropping children off at the Pre-school were often parking thoughtlessly causing problems for other motorists and pedestrians. It was agreed to look into the 20mph speed limit and to write to the Pre-school asking if they would mind reminding parents and carers to park and drive considerately. Cllr Reeve agreed to take over responsibility for Highways.

**93/16 Play Area Report:** i) Cllr Early was present when the play area inspection was carried out and said that there were only minor matters needing attention with no red alerts. ii) Cllr Early reported that she had met with a representative from Playdale who had been very helpful. He said that before you look for funding there should be a plan in place and he agreed to produce a proposal for a new playground. He estimated that this would be in the region of £35,000 to £40,000. Cllr Early said that this should be available for the next meeting. iii) Cllr Early said that thanks should go to the volunteer grass cutters who had kept the play area mown throughout the season. It was agreed that she would write a piece for The Chimes.

**94/16 Rights of Way Report:** Cllr Bussell reported that he had continued to snip back brambles etc. Overhanging hedges were the responsibility of the landowners and they were mostly cut back.

**95/16 Items of Report:** Cllr Reeve said that he had become involved with the setting up of The Yeovil Men's Shed. This provided a meeting point for men (and women) to get together and socialise whilst undertaking practical activities. For further information look at [www.yeovilshed.org.uk](http://www.yeovilshed.org.uk) or email [theshed@yeovilshed.org.uk](mailto:theshed@yeovilshed.org.uk). The meeting place is The Hub, Thorne House, Eastville, Yeovil, BA21 4JD and it is currently open Tuesday, Thursdays and alternate Saturdays.

**96/16 Next Meeting:** will be on 3<sup>rd</sup> October, 2016

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 OCTOBER 2016 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 3rd October, 2016, 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 September, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes:
  - i) Defibrillator update.
  - ii) Noticeboard update.
  - iii) Website update
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications:
8. Entertainments Committee report
9. Clerk's report & correspondence:
  - i) Somerset County Council's Chairman Award.
  - ii) Correspondence
10. Finance:
  - i) to note that the annual VAT refund of £527.24 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) Clerks home office allowance and expenses £12.30
  - iii) SLCC for £88.00 for annual membership fee.
  - iv) A. Gliddon for £1000.00 for bonfire fireworks
  - v) A. Hallett for £485.00 for bonfire float.

To note that £50 has been received for marquee hire.
12. Parish Ranger report.
13. Highways report.
14. Play Area:
  - i) to discuss the play area upgrade
  - ii) report
15. Rights of Way report.
16. Items of report.
17. To agree date of next meeting.



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*Maureen Randell*  
*Clerk to East Chinnock Parish Council*



## EAST CHINNOCK PARISH COUNCIL

Minutes of the East Chinnock Parish Council meeting held on Monday 3<sup>rd</sup> October, 2016 starting at 7.30pm in the Village Hall.

**Present** Chairman Cllr. Paul Taylor  
Councillors Mike Bussell, John Cox and Dave Tuck  
Officer Maureen Randell  
District Councillor Ric Pallister

**Public Question Time:** There were 2 residents present plus Mick Clark, Chairman of Barwick & Stoford Parish Council and Mark Keating, Chairman of Haselbury Plucknett Council. There were no questions from the public.

**97/16** **Apologies for absence:** Cllrs Reeve and Early sent their apologies.

**98/16** **Declarations of Interest and to receive any written requests for DPI dispensation:** All councillors had completed a Disclosure of Pecuniary Interest Form with regard to discussions about the precept and budget. Dispensation had been agreed by the clerk to enable the meetings to be quorate.

**99/16** **Minutes of the last meeting:** Cllr Bussell proposed and Cllr Tuck seconded the motion that the minutes be signed by the Chairman as a true record of the September meeting.

**100/16** **Matters arising:** i) Cllr Cox reported that he was just waiting for the Keysafe to be installed and then the defibrillator would be available for use. In the meantime a successful training event had taken place. ii) The council had received an email praising them for obtaining a new noticeboard at minimal cost. Cllr Pallister said that he thought he had some cork tiles that could be used as a backing in the board. It was agreed to look at moving the stanchions behind the wall and installing the step in the spring. iii) The website meeting had had to be postponed due to a computer malfunction and would be re-convened shortly.

**101/16** **District Councillor's Report:** i) Cllr Pallister opened his report with an account of Housing & Homelessness, one of the key services of the SSDC. The council is continuing to build up its stock of housing and The Housing Needs Register is at its lowest level for a decade but there is concern that workers moving to the area for the Hinckley Point contract may reduce the availability of rented properties for those on the Register or in need of emergency accommodation. ii) The council have a high capacity gully sucker available for a cost of £11 per drain for those drains that require more regular clearance than that offered by the City Council's routine maintenance programme. iii) The refurbishment of The Westlands Leisure Complex remains on track for its reopening in the spring and entertainment bookings are already being taken. iv) There are concerns that the County Council's difficult financial position could cause additional costs and problems for the South Somerset District. v) The District Council are working with key Health partners to promote health and wellbeing within the communities. The introduction of Kurling into the village is one of the results of these initiatives. vi) The two existing Syrian refugee families have settled well and will be joined by another six families in the coming months.

**102/16** **County Councillor's Report:** This was received just before the meeting and the clerk read out the points of interest to the local community. i) The confirmation of Hinckley Point will boost the local economy. ii) Strenuous efforts are being made to reduce the projected deficit in the county budget. iii) Information on traffic conditions and current and future roadworks can be found at [www.travelsomerset.co.uk](http://www.travelsomerset.co.uk) iv) An online interactive map has been launched to allow residents to report potholes and other Highway issues at [www.somerset.gov.uk/roads-parking-and-transport/problems-on-the-road/](http://www.somerset.gov.uk/roads-parking-and-transport/problems-on-the-road/) v) A new online mapping system is available covering Somerset's Public Footpaths and Rights of Way at [www.somerset.gov.uk/rightsofway](http://www.somerset.gov.uk/rightsofway). As well as route planning it can be used to report problems. Volunteers are being recruited to help keep the pathways clear and in good repair. Anyone interested can email [rowvolunteers@somerset.gov.uk](mailto:rowvolunteers@somerset.gov.uk) for more information. For those without online access, problems with the Highways and Rights of Way can also be reported to the County Contact Centre on 0300 123 2224.

The County Councillor, Marcus Fysh sent his apologies for this and future meetings due to pressure of his parliamentary commitments.

- 103/16 Planning Applications:** i) As agreed at the September meeting the clerk had written in support of Application No. 16/03177/FUL for five new properties at Orchard Farm and Application No.16/03468/FUL for a conservatory at The Warren, Weston Street. ii) Since the last meeting the council had considered Application No.16/03543/FUL for the amended plans for two properties off Carters Lane. The majority of the councillors were not in favour of supporting the application. The reasons given were that the proposed dwellings did not meet the needs of the village as identified in two recent Housing Needs Surveys, the fact that Carters Lane is a very narrow road with a tight junction onto the A30, and this development would extend the boundaries of the built up area of village in a 'ribbon like' manner which was felt to be to the detriment of the village. iii) SSDC have sent notification that the following planning applications have been granted: a) Application No.16/02581/FUL for an extension to East Chinnock Farmhouse. b) Application No.16/03468/FUL for a conservatory at The Warren, Weston Street.
- 104/16 Entertainment's Committee:** Cllr Tuck reported that planning is well under way for the Bonfire on Saturday 5<sup>th</sup> November. The clerk asked him to send her the Risk Assessment.
- 105/16 Clerk's report and correspondence:** i) The council had nominated Marianne Merchant to receive an award for her community work from The Chairman of Somerset County Council. The nomination has been successful and Marianne and Cllr Taylor will attend the awards ceremony at County Hall on 20<sup>th</sup> October. ii) As agreed at the last meeting letters have been thanking the tent volunteers and asking the principal of the Under 5s Pre-School to ask their clients to drive and park more carefully in Weston Street. iii) A letter was also sent to Symonds and Sampson regarding the proposed permissive pathway and they have replied to say that the owners of the land have agreed. Cllr Bussell will contact them to discuss the details and then a working party will be organised to clear the pathway. This will link with existing Public Rights of Way to give a continuous off road pathway to Broad Lane. The clerk was asked to inform the council's insurers. iv) Copies of the Government Consultation Document regarding future local government funding had been circulated together with correspondence from the National Association of Local Councils and the Society for Local Council Clerks. The document includes a proposal to extend the requirement to undertake a referendum for any council tax increase above the greater of £5 or 2% to all councils. It was agreed that the clerk would produce a briefing note to enable a response to be formulated by the 28<sup>th</sup> October deadline. v) The clerk said that she had received an appeal for a donation from Somerset Community Justice Partnership. She said that it had previously been council policy to only donate to CAB due to the financial constraints on the council and it was agreed that reluctantly the council could not offer a donation in this instance. The clerk was asked to write to them accordingly.
- 106/16 Finance:** i) The councillors noted that the VAT refund of £527.24 had been received. ii) It was also noted that the quarterly bank reconciliation had been prepared and would be agreed by Cllr. Early shortly. iii) The clerk had circulated a working draft budget spreadsheet together with a copy of last year's budget and the end of year accounts. It was agreed to defer discussion of the budget in view of the Government Consultation paper, which has raised the possibility of a 'cap' applying to increases in Parish Council budgets. A preliminary budget meeting would be arranged for the middle of November, when it was hoped the situation would be clearer.
- 107/16 Payments:** the following payments were presented and approved with Cllr Cox proposing and Cllr Bussell seconding the motion: - i) EC Village Hall £97.50 for the Post Office outreach service ii) M Randell £12.30 for home office allowance, stamps and envelopes iii) Society of Local Council Clerks £88.00 for the annual membership fee iv) A Gliddon £1,000.00 for bonfire event fireworks v) A Hallett £485.00 for bonfire event float vi) Greenslade Taylor Hunt £30.00 for the second instalment of the playing field rent.  
The councillors noted that a total of £250.00 had been received for marquee hire since the last meeting.
- 108/16 Parish Ranger Report:** The Ranger will be in the village on 20<sup>th</sup> October and Cllr Cox asked if there were any jobs in addition to his regular tasks. He was told that the grips at the bottom of Cleaves Track need attention as does the silt trap diverter.
- 109/16 Highways:** In Cllr Reeve's absence Cllr Taylor said that he would write to Highways about the possibility of introducing a 20mph limit onto Weston Street and he would also chase them up regarding the re-instatement of the white line in Carters Lane.
- 110/16 Play Area Report:** Cllr Early had sent the plans for a new play area layout prepared by the equipment manufacturer. The complete design would cost around £40,000. It was agreed that a

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sub-committee would be set up to investigate grant funding and fund raising activities. Cllr Pallister said that it would be a good idea to invite Rob Parr the senior SSDC Play Area Designer to come along to the first meeting as he would be able to offer advice on both design and fundraising.

**111/16 Rights of Way Report:** Cllr Bussell said that he was delighted that permission had been granted for the permissive pathway as this is something he had been working towards for some time. He reported that he continues to cut back brambles etc. and has recently spent some time clearing the entrance to the pathway by the airfield.

**112/16 Items of Report:** It was agreed that the clerk would arrange for the bonfire event to be publicised in the next edition of The Chimes.

**113/16 Next Meeting:** will be on 7<sup>th</sup> November, 2016

There being no further business the Chairman closed the meeting at 8.35pm

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

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

# **EAST CHINNOCK PARISH COUNCIL NOVEMBER 2016 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 November, 2016, 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 3rd October, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes:-
  - i) Permissive Pathway update.
  - ii) To receive report on the County Council's Chairman's Award Ceremony
5. District Councillor's report.
6. County Councillor's report.
7. Planning applications: to note Planning Applications and Decisions.
8. Entertainments Committee report
9. Clerk's report & correspondence:
  - i) To discuss the retirement of the editor of The Chinnock Chimes
  - ii) To discuss the positioning of a new bench on the corner of Weston Close
10. Finance: to set a date for the budget meeting
11. Payments to approve:
  - i) St Mary's PCC £430 contribution towards cemetery maintenance.
  - ii) M Randell £57.99 for home office allowance and Norton Security renewal
  - iii) SSDC £452.88 for half yearly invoice for Ranger Scheme
  - iv) SSDC £76.31 for printing of The Chinnock Chimes
12. Parish Ranger report.
13. Highways report.
14. Play Area report
15. Rights of Way report.
16. Items of report.
17. To agree date of next meeting.



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*Maureen Randell*  
*Clerk to East Chinnock Parish Council*

**EAST CHINNOCK PARISH COUNCIL**

Minutes of the East Chinnock Parish Council meeting held on Monday 7<sup>th</sup> November, 2016 starting at 7.30pm in the Village Hall.

**Present** Chairman Cllr. Paul Taylor  
**Councillors** John Cox, Helen Early, Dave Tuck and Doug Reeve  
**Officer** Maureen Randell

**Public Question Time:** There were no residents in attendance. Mick Clark, Chairman of Barwick & Stoford Parish Council and Mark Keating, Chairman of Haselbury Plucknett Council were present as observers.

- 114/16** **Apologies for absence:** Cllr Bussell sent his apologies. Apologies were also received from District Councillor Ric Pallister. There is a standing apology from County Councillor Marcus Fysh.
- 115/16** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 116/16** **Minutes of the last meeting:** Cllr Cox proposed and Cllr Tuck seconded the motion that the minutes be signed by the Chairman as a true record of the October meeting.
- 117/16** **Matters arising:** i) Cllr Bussell had sent an update on his progress with the permissive pathway. He had spoken to George Montague of the County Council's Rights of Way department who had said that there was no reason why the pathway as proposed could not go ahead but the County Council would not be able to adopt the path or assist with its maintenance. He had also spoken to Mike Fear at the Highways Department who said that there should be no problems so long as no vehicular access was required. The Council's insurers had confirmed that the existing Public Liability insurance would cover the new pathway. Cllrs Bussell and Reeve have a site meeting on 10<sup>th</sup> November with Symonds & Sampson, the agents for the owners and the tenant of the field in order to ensure that all are in full understanding as to what is proposed, as well as to consider such issues as signage, health and safety and the avoidance of disruption to agricultural activities. Cllr Early pointed out that there will be costs involved and this needs to be taken into consideration when preparing the budget for next year. ii) Cllr Taylor said that he had attended the County Council's Chairman's Award ceremony where Marianne Merchant was presented with an award in recognition of her work for the local community and all had had a very enjoyable evening. Mrs. Merchant had written a lovely letter of thanks to the council for the nomination which was read out by the clerk. Cllr Taylor said that he would arrange for the citation to be framed and it was agreed that a suitable photograph be arranged for inclusion on the website and in the next edition of The Chimes.
- 118/16** **District Councillor's Report:** Cllr Pallister had sent a written report and the main points were as follows:- i) The Community Health and Leisure Department at SSDC are responsible for sporting facilities such as Yeovil Swimming Pool and also The Octagon Theatre. Their remit also includes offering specialist advice on recreation areas and equipment and helping to organise community sporting activities such as the Health Walks. ii) The Gold Star Awards were held recently at The Octagon Theatre. Young people and their organisations who have gone the extra mile in supporting and developing the next generation were recognised. iii) The Somerset Rivers Authority is continuing its work to minimise the impact of flooding. Full details can be found at [www.somersetiversauthority.org.uk](http://www.somersetiversauthority.org.uk) iv) The Tourist Information Centre at the Cartgate Picnic Area has been recognised with a Silver Award for Tourist Information Service of the Year at the Somerset Tourism Awards. The centre has been visited by 50,000 people this year and it was praised for the wide range of information available and the excellent display and gift selection. v) The Independent Boundary Commission for England (BCE) has announced proposals for changes in constituency boundaries and they are undertaking a public consultation until 5<sup>th</sup> December. Everyone is being urged to give their views and further details can be found at [www.bce2018.org.uk](http://www.bce2018.org.uk). vi) The District Council resident's newsletter is being published on 1<sup>st</sup> December and can be downloaded from [www.southsomerset.gov.uk/southsomersetnews](http://www.southsomerset.gov.uk/southsomersetnews).
- 119/16** **County Councillor's Report:** Cllr Fysh had sent a written report and the relevant items were as follows: - i) The County Council are supporting the setting up of iAero Innovation Centre in Yeovil. This will be a flagship development cementing Somerset's position as the centre of the country's aerospace industry. ii) Somerset Together, The Sustainability and Transformation Plan for Health and Social Care aims to promote healthier lifestyles and provide the services that the community needs in a more efficient way. More information can be found at [www.somersettogether.co.uk](http://www.somersettogether.co.uk).



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iii) the contract for highways maintenance has been awarded to Skanska Construction Ltd. Part of their remit is to reduce the number of potholes. iv) The County Council continues to work hard to improve road safety and a comprehensive range of training and advice for all road users is available at [www.somersetroadsafety.org](http://www.somersetroadsafety.org).

- 120/16 Planning Applications:** Amended plans for Application No.16/03177/FUL had been received showing changes in the design and these were currently being circulated
- 121/16 Entertainment's Committee:** The bonfire event had seen a good turnout with no rain and everyone had enjoyed the evening. The Entertainments Committee and volunteers were thanked for all their hard work in ensuring that the event was a success. Early indications are that a small profit was made and the final figure should be available for the next meeting.
- 122/16 Clerk's report and correspondence:** i) The clerk reported that Alix Janes wished to stand down from editing The Chinnock Chimes. She will put an appeal for a replacement in the next edition. The councillors said that they were sorry to see her go and all agreed to ask around to see if they could find someone to take over. ii) Cllr Taylor had been approached by Daphne Cranton who wished to pay for a bench to be installed on the grass at the corner of Weston Close and Weston Street in memory of her husband. The councillors said that this was a lovely idea. They said that the other residents would have to be consulted about the positioning. The council would prefer the bench to be in recycled plastic as this did not require any maintenance and would last longer. Any bench would require installation and this would be an extra expense. Cllr Taylor said he would discuss the matter further with her and report back to the next meeting. iii) As requested a letter has been sent to the Under 5's Preschool regarding inconsiderate parking and driving along Weston Street. A reply has been received saying that parents have been reminded to park and drive carefully to ensure the safety of themselves, their children and other road users. iv) The council's response to The Local Government Finance Settlement Consultation has been submitted and acknowledged. v) The District Council have sent details of their printing service which is available to anyone and a leaflet is on the noticeboard in The Village Hall. They can be contacted by emailing [printroom@southsomerset.gov.uk](mailto:printroom@southsomerset.gov.uk). vi) The Society for Local Council Clerks are undertaking a survey of burial plot availability and the clerk reported that she was liaising with David Bakewell from St. Mary's Church to complete this. vii) The defibrillator is now operational. The British Heart Foundation, who provided it, asked that some form of publicity be undertaken to acknowledge their contribution. It was agreed that a photograph be organised, possibly in conjunction with the Christmas Fayre or one of the coffee mornings and the BHF and the Western Gazette would be invited. viii) It was noted that the clerk and her husband would pick up the salt bags from SSDC and Nick Weber had agreed to continue to provide storage space. Cllr Bussell had checked the grit bins and asked SSDC to top up the one at the bottom of The Hollow. He had also asked if this could be repaired or replaced as it had been damaged during a previous delivery. ix) The clerk reminded the councillors that there is still a vacancy on the council and they agreed to ask around for volunteers.
- 123/16 Finance:** The budget meeting was provisionally arranged for 7.30pm on 23<sup>rd</sup> November at Cllr Cox's house.
- 124/16 Payments:** the following payments were presented and approved with Cllr Early proposing and Cllr Tuck seconding the motion: - i) St Mary's PCC £430 contribution towards cemetery maintenance. ii) M Randell £57.99 for home office allowance and Norton Security renewal iii) SSDC £452.88 for half yearly invoice for Ranger Scheme iv) SSDC £76.31 for printing of The Chinnock Chimes v) S Saunders Butchers £127 for the bonfire meat. This had been received after the agenda was prepared but as it had been agreed at the previous meeting it was included for payment.
- 125/16 Parish Ranger Report:** Cllr Cox reported that the ranger had completed most of his tasks on his visit in October. In addition to his regular tasks he had done a lot of work clearing round the silt traps and had trimmed the bank at the bottom of the playing field which had been requested by a resident.
- 126/16 Highways:** Cllr Reeve said that he had written to the Highways department about the possibility of a 20mph limit in Weston Street and also asked them when the white lines in Carters Lane will be renewed. He said that the advisory speed limit promised for the Barrows Hill accident blackspot had still not been installed and he would chase this up.
- 127/16 Play Area Report:** Cllr Early said that there were no issues with the play area. She said that she would arrange a meeting with Rob Parr from SSDC and invite a representative from the Under 5s Preschool to discuss the way forward with the play area.

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- 128/16**      **Rights of Way Report:** Cllr Bussell had sent a report to say that apart from the permissive pathway there were no other issues requiring attention.
- 129/16**      **Items of Report:** i) Cllr Taylor said that he had visited a property in Springfield where the residents were concerned that the spring running through their garden was in danger of overflowing and flooding their house. It appears that the increase in flow was caused by a sluice being opened to drain excess water from a lake further up the hill. He had visited the owner of the lake and made them aware of the consequences of letting too much water through at any one time. ii) It was reported that the drain outside the church needed clearing. The District Council have a drain clearing vehicle available to hire. It was agreed that Cllr Reeve will find out from Highways when the drains in the village were last cleared and when they are due to be cleared again and then the council will consider whether or not to pay for additional clearing.
- 130/16**      **Next Meeting:** will be on 5<sup>th</sup> December, 2016  
There being no further business the Chairman closed the meeting at 8.30pm

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

# EAST CHINNOCK PARISH COUNCIL DECEMBER 2016 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 December, 2016, 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 November, 2016. Draft minutes have been circulated.
4. Matters arising from the minutes:
  - i) Website
  - ii) Permissive Pathway
  - iii) Weston Street/Close bench
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 at SSDC regarding the precept
  - ii) To report on the meeting with the PCSO
  - iii) To agree meeting dates for 2016
  - iv) To note that the Churchyard Survey has been submitted
10. Finance
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) CAB £50 for annual donation.
  - iv) West Coker Garage £92.50 for Bonfire drinks
  - v) East Chinnock Village Hall £12.00 for Entertainment's Committee AGMTo note Cox and Co direct debit of £24 for payroll.
12. Parish Ranger report.
13. Highways report.
14. Play Area report
15. Rights of Way report.
16. Items of report.
17. 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 5<sup>th</sup> December, 2016 starting at 7.30pm in the Village Hall.

**Present** Chairman Cllr. Paul Taylor  
**Councillors** Mike Bussell, John Cox, Helen Early, Dave Tuck and Doug Reeve  
**Officer** Maureen Randell

**Public Question Time:** There was one resident in attendance with Mick Clark, Chairman of Barwick & Stoford Parish Council attending as an observer. The resident had no matters to raise.

- 131/16** **Apologies for absence:** Apologies had been received from District Councillor Ric Pallister and there was a standing apology from County Councillor Marcus Fysh.
- 132/16** **Declarations of Interest and to receive any written requests for DPI dispensation:** none
- 133/16** **Minutes of the last meeting:** Cllr Cox proposed and Cllr Reeve seconded the motion that the minutes be signed by the Chairman as a true record of the October meeting.
- 134/16** **Matters arising:** i) The clerk reported that the website sub-committee had made considerable progress with setting up the website. This will be just for the publication of council documents as required under The Transparency Code as the volume of official documents is taking up too much space on the village website run by the Jewells. They will continue to run their very comprehensive website which will have a link to the new council one. The councillors thanked the Jewells for their advice and notes and also Mick Clark from Barwick & Stoford whose hands on expertise had helped push this project forward. The clerk advised that funding maybe available to cover the set up costs. The first year's website hosting and domain name is at a special offer rate of £35.91. The clerk's salary costs for the time spent initially setting up the site and the ongoing monthly hours until the end of the financial year can also be claimed and this has been estimated at 25 hours for set up and two hours per month. The total amount comes to £385.56 and Cllr Reeve proposed with Cllr Cox seconding the motion that the clerk be authorised to submit a claim for a Transparency Fund Grant for this amount. ii) Cllr Bussell reported that he and Cllr Reeve met with Symonds & Sampson on the site of the proposed permissive pathway. Cllr Bussell will check the site to ensure that there are no hazards and prepare a plan of the proposed route together with a report detailing what work will be required. This will be sent to Symonds & Sampson for the landowner's approval. It is hoped that formal agreement can be reached by the spring. iii) Cllr Taylor has spoken to Mrs Cranton who would like a wooden bench on the corner of Weston Street and Weston Close. He will speak to the neighbours to ensure there are no objections and liaise with Mrs. Cranton. iv) With regard to the bench at the Lookout Point which needs repairs Cllr Taylor has spoken to the Templemans who donated the bench and it has been agreed that the council will repair the bench.
- 135/16** **District Councillor's Report:** none received
- 136/16** **County Councillor's Report:** none received
- 137/16** **Planning Applications:** Mr Greenslade brought the plans for his agricultural dwelling to be built on land at West Ways. Outline Planning Permission was granted under Application No. 16/03006/OUT and the detailed plans are now being submitted under Application No. 16/05251/REM. Cllr Bussell proposed the motion that the council support this application with Cllr Cox seconding. The clerk will write to the council accordingly.
- 138/16** **Entertainment's Committee:** Cllr Tuck reported that the bonfire event made a profit of £123.22. The next meeting of the committee will be in February to discuss 2017 events.
- 139/16** **Clerk's report and correspondence:** i) The clerk reported that she had attended a Tax Setting Seminar at The District Council. She was told that the Government Support Grant would be greatly reduced this year and parishes would therefore need to increase their precept requirement to cover this. Full details of this year's figure should be available in the middle of December together with the number of Band D equivalent properties to enable the precept amount to be calculated for agreement at the January meeting. ii) The clerk had met with the new PCSO Michelle Haimes and advised her that the priority concerns for the village were speeding, inconsiderate parking and thefts from outlying properties. She has agreed to attend The Annual Parish Meeting on 3<sup>rd</sup> April and give a short report on policing issues in the area. She emailed to say that additional speed checks had been arranged and the first one on 24<sup>th</sup> November had checked 300 vehicles with only one found to be exceeding the speed limit at

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35mph. Further random checks will be carried out. iii) The meeting dates for next year were agreed with meetings to be on 9<sup>th</sup> January, 6<sup>th</sup> February, 6<sup>th</sup> March, 3<sup>rd</sup> April, 8<sup>th</sup> May, 5<sup>th</sup> June, 3<sup>rd</sup> July, 4<sup>th</sup> September, 2<sup>nd</sup> October, 6<sup>th</sup> November and 4<sup>th</sup> December. iv) The clerk reported that The Churchyard Survey had been completed with the assistance of David Bakewell and had been submitted. v) Following a request from councillors the clerk had written to The Somerset Citizen's Advice Bureau asking how many residents had used the service and they had replied that 34 people from East Chinnock had been helped in the last three years. vi) The Emergency Plan has been updated with current contact details prior to being published on the new website. vii) The clerk reported that her husband had picked up 10 bags of de-icing material from The District Council which is being stored in Nick Weber's barn. viii) An email from SSDC Streetscene has been received offering the village a Christmas tree shredding service. It was agreed that this was a good idea and the clerk was asked to speak to the village hall about using their carpark. ix) The Kurling group had held their AGM and the minutes had been received. The group continues to thrive and is self-sufficient. x) The District Council are proposing to issue a Public Space Protection Order (PSPO) to enable the enforcement of the collection of dog faeces by those walking dogs on public areas within the district. The proposed order will also authorise council officers, Police Officers and PCSOs to insist that a dog is put on a lead if deemed necessary. Cllr Reeve proposed with Cllr Early seconding the motion that the council write in support of the PSPO. xi) Cllr Cox had highlighted the availability of a de-choker device. These are new on the UK market and retail at £59.95 + VAT. It was agreed that the council would not pursue this at the moment but that the clerk would pass details onto the Under 5's Preschool group.

- 140/16 Finance:** It was noted that a provisional budget had been agreed but could not be finalised until the District Council sent out details of the Band D equivalent properties and the amount of the Government Support Grant.
- 141/16 Payments:** the following payments were presented and approved with Cllr Early proposing and Cllr Cox seconding the motion: - i) i) R&J Jewell £38.97 for the village website costs ii) M Randell £730.58 for quarterly salary, home office allowance and stamps. iii) Donation of £50 to Somerset Citizen's Advice Bureau iv) West Coker Garage £92.50 for bonfire event drinks v) East Chinnock Village Hall £12 for Entertainment's Committee AGM.
- It was noted that a standing order of £24 had been paid to Cox & Co for payroll services.
- 142/16 Parish Ranger Report:** Cllr Cox reported that the silt trap at the top of Orchardleigh had been dug out but the area around the diverters needs attention and he will add this to the list for the next rangers visit. Cllr Bussell asked if the vegetation overhanging the footpath on the A30 by The Hollow turning could be trimmed back and Cllr Cox said he would add it to the rangers list.
- 143/16 Highways:** Cllr Reeve reported that there had been a speedy response to the problem with a blocked drain on The Hollow. The overflowing water had frozen on the road and Cllr Bussell and Mr Stephen had spread the contents of the nearby grit bin on the ice to prevent accidents. Highways had cleared the drain and it was now working properly. Unfortunately other issues such as the repainting of the white lines in Carters Lane and the advisory speed limit signs at Barrows Hill, are still outstanding and Cllr Reeve said he will continue to chase them.
- 144/16 Play Area Report:** Cllr Early said that there were no issues with the play area. She had written to The East Chinnock Under 5's Preschool and they had agreed to be involved with the proposed revamp of the play area. She would be arranging a meeting in the New Year with them and Rob Parr from SSDC.
- 145/16 Rights of Way Report:** Cllr Bussell said that he had put a way marker on the pathway that leads to Hardington from opposite Bridge Farm to highlight the correct route. He had also cleared the area around the stile on pathway Y821 which runs from the A30 behind Barrows Hill to Cod Lane following a complaint about the pathway.
- 146/16 Items of Report:** There were no items to report.
- 147/16 Next Meeting:** will be on 9<sup>th</sup> January, 2017
- There being no further business the Chairman closed the meeting at 8.20pm

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

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