

## MINUTES/ACTION NOTES

<b>Name of meeting:</b>	Churchstanton Parish Council Meeting
<b>Date meeting held:</b>	Wednesday 9 <sup>th</sup> September, 2020
<b>Meeting location:</b>	Virtual Meeting via Zoom
<b>Present:</b>	Cllr. Ken Pearson, Cllr. Andrew Crabb Cllr. Helen Humble, Cllr. Ian Foxwell
<b>In attendance</b>	District Councillor Ross Henley, John Milnes, Joe Knowles, Ann Papworth
<b>Chair</b>	Cllr. Ian Firth
<b>Clerk</b>	Julie Wardle
<b><u>Public Participation Time</u></b>	<p><u>Ann Papworth</u> – Ann presented her concerns and reservations regarding planning application no. <b>10/20/0012</b>, Erection of temporary dwelling (retention of works already undertaken) at Fairfield Stables, Moor Lane, Churchinford</p> <p><u>John Milnes</u> – John was concerned what the current road closure at the top of Moor Lane might be for. To the knowledge of the parish council, as informed by SCC Highways, it is to facilitate drainage works.</p> <p>Neighbourhood Watch – John was concerned that useful information obtained by the Neighbourhood Watch co-ordinator in Moor Lane was not currently being shared with either the Parish Council or distributed wider in the parish. John will ask his coordinator to contact the Clerk in order to start regular communication, sharing of information and wider reporting of Neighbourhood Watch activity.</p>
<b>Reports from County / District Councillors, Neighbourhood Watch &amp; Police</b>	<p><b><u>County Councillor John Thorne</u></b> - Councillor Thorne provided a written report, a copy of which is available on the Parish Council website or by contacting the Parish Clerk.</p> <p><b><u>District Councillor Ross Henley</u></b> – Due to a broken-down vehicle, unfortunately not all <u>Green waste bins</u> had been emptied the previous day. There have been several concerns recently regarding the reliability of these collections, Ross is chasing all of these.</p> <p><u>Business Grant Scheme</u> is now closed, the council have paid out 45m. Unfortunately, some businesses have missed out on these grants. The council is launching a community budget aimed at supporting community organisations. This will help some but not all organisation that need it.</p> <p><u>Unitary Debate</u> – Cllr. Henley would prefer to retain the current system but if change must happen he would support the two unitaries model. Cllr. Henley commented that the timing of this change was ill judged when there are so many other major issues that the county council should be concentrating on at present, for example, Covid.</p> <p><u>Fly-tipping</u> – Has been a concern in the Blackdown Hills particularly through lockdown. Cllr. Henley is chasing the authority to clear these as soon as possible.</p>

	<p><b>Planning</b> – Cllr. Henley has sent his comments to the planning team regarding the outstanding applications from Fairfield Stables. Cllr. Henley is also involved in a longstanding application in Stapley.</p> <p>Cllr. Henley commented that it has been great to be able to get out in the parish supporting local businesses.</p> <p><b>OSMG</b> - Joe Knowles confirmed receipt of the remaining S106 funding which has been used to purchase outdoor fitness equipment for the community field and an additional water cube for the allotments.</p> <p>The OSMG AGM will take place on Thursday 17<sup>th</sup> September with 6 people attending in the village hall and the remaining attendees accessing the meeting via a Zoom link.</p> <p><b>Police</b> – Despite the Clerk being advised that a PCSO would attend the September parish council meeting, regrettably the PCSO advised that he would not be able to do so via Zoom as he did not have the access / ability to do so.</p>
<b>1. To resolve to exclude members of the press or public</b>	None
<b>2. Apologies</b>	Cllr. Dan Prettejohn, Cllr. Raadiyah Rifath, County Councillor John Thorne
<b>3. Declaration of Interest</b>	None

NB: Those present at this meeting should be aware that their names will be listed in the notes of the meeting which may be released to members of the public on request.

**Approval/amendment of minutes of previous meeting –**

<b>4. Approval and sign off draft minutes of previous meeting</b>	Minutes of CPC Meeting held on 12 <sup>th</sup> August, 2020 - <b>Approved</b>
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Agenda Item	DISCUSSION AND NEW ACTIONS	Action by Whom	Action Date
<b>5. Covid-19 - Update</b>	Future Meetings – Parish Council meetings will continue to take place via the Zoom platform until further notice.		
<b>6. Action Review Summary</b>	<ul style="list-style-type: none"> <li>• <b>The Quarry</b> – The parish council have been contacted by Sandra Spall offering her help with the regeneration of The Quarry. The clerk will keep in contact with Sandra in order that we keep her informed of the progress of the project. Cllr. Ian Firth will contact Gavin Saunders of Neroche Woodlanders with feedback from the parish council following his initial report. On receipt of this, Gavin will provide a full and more detailed feasibility report to the parish council for their consideration.</li> <li>• <b>Defibrillator</b> – The clerk will contact Sylvia Jackson to discuss the redecoration and refurbishment of the kiosk prior to the installation of the defibrillator. We are still awaiting further information from CHT regarding the costs of a ‘managed solution’ for the defibrillator with the CHT. The clerk had also obtained a contact for the garage in Stapley where the parish notice board is located with a view to possibly installing a second defibrillator on the wall next to the noticeboard subject to approval from the owner of the property.</li> </ul>	JW	14/10/20

	<ul style="list-style-type: none"><li>• <b>Neighbourhood Plan</b> – The clerk will advertise for interest in setting up a steering group for the NP in the CBO news. Funding for the NP has increased from 9k to 10k.</li></ul>																																
7. Finance	<ul style="list-style-type: none"><li>• <b>Balance of Accounts as at 31<sup>st</sup> August 2020</b></li></ul> <table><tr><td>Current Account</td><td>2661.73</td></tr><tr><td>Deposit Account</td><td>19918.19</td></tr><tr><td><b>Total</b></td><td><b><u>22579.92</u></b></td></tr><tr><td>Restricted Funds</td><td>2885.08</td></tr><tr><td>Unrestricted Funds</td><td>19694.84</td></tr><tr><td><b>Total</b></td><td><b><u>22579.92</u></b></td></tr><tr><td></td><td></td></tr><tr><td><b>Income (included in figures above)</b></td><td></td></tr><tr><td>S106 Funding</td><td>459.29</td></tr><tr><td><b>Payments for approval (included in figures above)</b></td><td></td></tr><tr><td>S106 tfer to OSMG</td><td>459.29</td></tr><tr><td>SW&amp;T – Dog Bins</td><td>1251.60</td></tr><tr><td><b>Payments for approval (not included in figures above)</b></td><td></td></tr><tr><td>Clerks Fees &amp; Expenses (August 2020)</td><td>227.40</td></tr><tr><td><b>BALANCE Remaining</b></td><td><b><u>22,352.52</u></b></td></tr></table> <ul style="list-style-type: none"><li>• <b>Approval of payments</b> – All payments listed above were approved for payment.</li><li>• <b>S106 Funding</b> has now been claimed</li><li>• <b>The Mapping Company</b> – An invoice for £122 is still outstanding for work carried out in June / July 2019. The parish council will settle this balance although further enquiries will be required in order to establish why this has not been paid by the management company for Barn Close.</li><li>• <b>Fingerpost</b> - Invoices have now been received from Bill Morris for the repair of a fingerpost. The total cost of the two invoices is £512.58 which is within the approved limit formally approved by the parish council previously. The clerk will ensure that these are paid promptly.</li><li>• <b>Annual CIL (Community Infrastructure Levy) Return</b> – 2019-2020 CIL return has been sent to SW&amp;T District Council. A copy of this has been sent to all Councillors.</li><li>• <b>2020-2021 Salary Review (discussed outside public attendance at the end of the meeting)</b><ul style="list-style-type: none"><li>- The parish council approved the incremental rise for the clerk from point 7 to point 8 on LC1 scale (points 7-12). Cllr. Pearson raised the need to measure the clerk's performance</li></ul></li></ul>	Current Account	2661.73	Deposit Account	19918.19	<b>Total</b>	<b><u>22579.92</u></b>	Restricted Funds	2885.08	Unrestricted Funds	19694.84	<b>Total</b>	<b><u>22579.92</u></b>			<b>Income (included in figures above)</b>		S106 Funding	459.29	<b>Payments for approval (included in figures above)</b>		S106 tfer to OSMG	459.29	SW&T – Dog Bins	1251.60	<b>Payments for approval (not included in figures above)</b>		Clerks Fees & Expenses (August 2020)	227.40	<b>BALANCE Remaining</b>	<b><u>22,352.52</u></b>		
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	and set objectives. A performance review could be completed for the clerk if the parish council felt it was required. The view of the parish council was that at this stage they did not feel it was necessary in order to confirm satisfactory performance.		
<b>8. Planning Applications</b>	<ul style="list-style-type: none"> <li>– <b>10/20/2012</b> - Erection of temporary dwelling (retention of works already undertaken) at Fairfield Stables, Moor Lane, Churchinford. Several councillors visited this site prior to the parish council meeting and met with the applicant. Based on this visit, details of the application and plans, which are not consistent and the lack of ability to prove a financially viable business over the previous 3-year term, the parish council's response is as follows:  <b>'The parish council object to this application on the basis of a failure to establish a business in three years to date, which is a break from the normal workers dwelling procedure, the site being in a location which is not within the development boundary and represents unsustainable development'</b> <b>(Councillor Crabbe declared an interest in the application as his land borders Fairfield Stables and abstained from the vote)</b></li> <li>– <b>10/20/0010</b> Erection of a first floor extension to the west and erection of a detached single storey building to be used as a granny annexe at Northdown House, Drove Way, Churchinford  <b>'The parish council support this application'</b></li> </ul>		
<b>9. Local Plan Review 2040</b>	Carried forward to next meeting. No date for stage 2 as yet.		
<b>10. Highways / PPLO</b>	<p>The clerk had checked all the grit/salt bins in the parish and submitted details to SCC Highways Department in order that they can be included in their program of refilling prior to the winter period. Three bins were missing, the clerk will organise their replacement. Councillor Foxwell and the clerk will meet to decide on the exact location of the new bins as close as possible to the Highways plan.</p> <p>The parish council wished to note their thanks to the anonymous member of the parish who had cleaned road signs as you approach Churchinford on Taunton Road.</p>	JW	14/10/20
<b>11. Newsletter / Leaflet Production</b>	No further updates.	IF/RR	14/10/20
<b>12. Correspondence</b>	<ul style="list-style-type: none"> <li>– Stronger Somerset Proposal for Local Government Reform</li> <li>– Application of bids invited for Somerset Climate Emergency Community Fund (Cllrs. Humble and Pearson will investigate the possibility of making a joint application with other parish</li> </ul>		

	<p>councils in order to provide a solar powered electric vehicle charge point - applications must be submitted by 1<sup>st</sup> October)</p> <ul style="list-style-type: none"> <li>– Graveyard – The clerk had received an email raising concern at the lack of grass cutting in the churchyard. This was referred to the church wardens and has now been resolved.</li> <li>– Somerset Playing Field Association (SPFA) AGM – 18<sup>th</sup> September, 2020 – A representative from the OSMG will attend on behalf of the parish council.</li> <li>– BSG AGM – Tuesday 22<sup>nd</sup> September, 2020</li> <li>– Stronger Somerset Briefings</li> </ul> <p>Emailed in advance to Parish Councillors</p>		
<b>13. Items of Future Business for the next Agenda</b>	<ul style="list-style-type: none"> <li>– NALC Planning for the Future Consultation - white paper (Deadline 15<sup>th</sup> October)</li> <li>– NALC Transparency and Competition – Data and Land Control Consultation (Deadline 16<sup>th</sup> October)</li> <li>– NALC Changes to the Current Planning System Consultation (Deadline 17<sup>th</sup> October)</li> <li>– Signage / street lighting – Royston Road</li> <li>– Road closure - Knackers Hole (The clerk will email both Devon and Somerset Highways raising the concerns of the parish council regarding the closure of this road)</li> </ul>		
<b>Date of Next Meeting</b>	<b>Wednesday 14<sup>th</sup> October, 2020</b>		