

CHURCHSTANTON PARISH COUNCIL

MINUTES/ACTION NOTES

Name of meeting:	Churchstanton Parish Council Meeting
Date meeting held:	Wednesday 10 th June, 2020
Meeting location:	Virtual Meeting via Zoom
Present:	Cllr. Ken Pearson, Cllr. Helen Humble, Cllr. Dan Prettejohn, Cllr. Andrew Crabb, Cllr. Raadiyah Rifath
In attendance	District Councillor Ross Henley, County Councillor John Thorne, John Milne, Joe Knowles (OSMG)
Chair	Cllr. Ian Firth
Clerk	Julie Wardle
<u>Public Participation Time</u>	<p>John Milne – There have been several scam emails and telephone calls recently. Neighbourhood Watch and the Police are aware. Any suspected scams should be reported to Action Fraud https://www.actionfraud.police.uk/reporting-fraud-and-cyber-crime. Alternatively, Action Fraud also have a facebook page.</p> <p>Churchinford Surgery - In response to a concern raised at our previous meeting regarding the closure of Churchinford Surgery the clerk wrote to the practice manager to confirm what the plan for reopening the surgery might be. The practice manager has confirmed that they hope to have Churchinford surgery fully operational on 1/7/20, however this will depend on what happens with regard to the rate of infection that is currently climbing in the South West and whether the Government impose any localised lockdowns. In the meantime, a shielding clinic is already running for patients with certain conditions and the surgery hope to reopen for dispensing and collections on 15/6/20 (usual hours except Wednesdays)</p> <p>Report from Joe Knowles - OSMG -</p> <p>Dog Fouling:- Less instances of dog fouling but also less noticeable as grass is being cut. Awaiting installation of dog foul bins.</p> <p>Allotments:- All raised beds have been taken up.</p> <p>Water Supply:- We are investigating installing a permanent water supply with Wessex Water.</p> <p>Wild Flower Meadow:- A trial area is in progress thanks to Ken Pearson</p> <p>Tree Labels:- We are producing labels to attach to the trees so people know what they are.</p> <p>Paths:- Hogging repair is required to curtain areas of the paths and car park.</p> <p>Hedge:- The hedge adjoining Newberry's Patch, which belongs to the field, will need to be discussed with the tenants.</p> <p>AGM:- The AGM should take place before the end of June, however due to the current circumstances we need CPC approval to move it to September.- Approved unanimously.</p>
Reports from County / District Councillors, Neighbourhood Watch & Police	<p><u>County Councillor – John Thorne</u> - Councillor Thorne provided a lengthy written report, a copy of which is available on the Parish Council website or by contacting the Parish Clerk.</p> <p><u>District Councillor – Ross Henley</u></p>

	<p><u>One Somerset Bid</u> – Cllr. Henley voiced his concern that the County Council were wasting time on this in the current climate. More information can be found on the Somerset County Council website.</p> <p><u>Dog Bins</u> – Cllr. Henley will follow up the delay installing these in Churchinford.</p> <p><u>Car Park Charges</u> – SW&T will not be reintroducing car park charges at this stage in order to stimulate and support our retailers at this challenging time.</p> <p><u>Planning Dispute</u> – Stapley – Cllr. Henley is currently involved in this but is unable to comment further at this stage.</p> <p><u>Phase 2 Business Grants Scheme</u> - Has been opened. Unfortunately, despite the availability of funds (2.1m), the scheme is still not reaching a lot of businesses who need it most.</p> <p>Current criteria:</p> <ol style="list-style-type: none"> 1. Charity properties in receipt of charitable business rates relief which would have otherwise been eligible for small business rates relief or rural rates relief - up to 10k 2. B&B who pay council tax instead of business rates (must be bed <u>and breakfast</u>) - up to 2.5k 3. Regular market traders with fixed building costs, such as pitch licence or rental and /or storage costs who do not have their own business rates assessment. This is aimed at outdoor market traders operating from licenced market venues. 'Regular' traders are those which, before Covid-19 restrictions, traded five days a week or more. Traders that only traded in occasional markets (e.g. once a month) would not be considered 'regular'. Car boot traders are specifically excluded. The market trader must have their home address within the SWT area and must trade from licenced markets within the SWT area (either in addition or not to markets in other areas) - up to 2k 4. Small businesses in shared spaces – The small business must not have their own business rates assessment (although there may be a rates assessment that the landlord pays for the whole property). The 'spaces' must be within a building which has been specifically set up to be operated by more than one business in the same space. Examples might include enterprise centres, science parks and incubators or indoor markets or hairdressing salons where seats are rented to different self-employed hairdressers.- up to 7.5k <p>In addition with effect from Monday 15th June the following will also qualify for the grant scheme:</p> <ul style="list-style-type: none"> • Businesses in the retail, hospitality and leisure sector with a rateable value under £15,000 which are not eligible for the Small Business Grant Fund or the Retail Hospitality and Leisure Grant Fund – up to 10k • Businesses in the retail, hospitality and leisure sector with a rateable value of between £15,000 and £120,000 which are not eligible for the Small Business Grant Fund or the Retail Hospitality and Leisure Grant Fund – up to 25k • Registered childcare nurseries in receipt of nursery discount on their business rates bills (this does not include childminders) - up to 10k • Other businesses or organisations with rateable values up £120,000 (Applications from businesses or organisations within this category will only be processed at the end of a 2 week window should sufficient funds remain available). <p>Cllr. Henley has been working with many businesses in the district in order to help them obtain grants and is currently working with the pre-school who hope to qualify under the new phase 2 criteria. Cllr. Henley is keen to support as many businesses in the Blackdown Hills who qualify and whom are able to access these grants.</p> <p><u>Rough Sleepers and Homeless People</u> - The Government released funds in order to house and support this group of people. SW&T have been housing these people at Canons Grove and providing mental health support, food and councillors to them. Unfortunately, the government funding has almost run out but despite this, SW&T will continue to support these people for the foreseeable future.</p> <p><u>Questions to Councillors:</u></p> <p>Cllr. Pearson raised his concern at the deadline for receipt of the Parish Council response to the recent consultation held by Somerset County Council regarding the Local Government Reorganisation, 'One Somerset'. The papers regarding this reorganisation have been circulated to all Parish Councillors and this will be on the agenda for discussion at the next parish council meeting, prior to the deadline on 31st July.</p> <p><u>PCSO Update:</u> The clerk had written to the Police Commissioner regarding the Parish Councils disappointment at the lack of availability of either of our PCSO's to either attend the monthly Parish Council meeting or send a report. There has been no response to this to date.</p>
1. To resolve to exclude members of the press or public	None

2. Apologies	Cllr. Ian Foxwell
3. Declaration of Interest	Cllr. Firth declared an interest in item 8 on the agenda – Planning application 10/20/0006. Cllr. Firth has been involved in the design and submission of this application and will therefore withdraw from the meeting for this discussion.

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 –

4. Approval and sign off draft minutes of previous meeting	Minutes of CPC Meeting held on 13 th May, 2020 - Approved
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Agenda Item	DISCUSSION AND NEW ACTIONS	Action By Whom	Action Date																		
5. Covid-19 - Update	The Parish Council would like to do something to commemorate those who have gone above and beyond in order to support our community. Taking social distance regulations into account the Parish Council would like to organise an event to celebrate the gradual end of lockdown. The Parish Council agreed unanimously that the funding assigned for the VE day celebration should be transferred to an End of Covid / VJ Day Celebration. Cllr. Crabbe proposed that the funding should be transferred to the Beer Festival committee who are a registered charity to organise the event. The Parish Council acknowledge that the event must be inclusive for everyone in the community. Cllr. Crabbe will make contact with the Beer Festival committee in order to start the organisation.	AC	08/07/2020																		
6. Action Review Summary	<ul style="list-style-type: none">• <u>The Quarry</u> – Cllr. Firth to organise the management plan with Gavin Saunders of Neroche Woodlanders.	IF	08/07/2020																		
	<ul style="list-style-type: none">• <u>Defibrillator</u> – The Clerk had emailed the British Heart Foundation to seek advice regarding the correct defibrillator. Signs will be made to cover the signage on the top of the telephone kiosk in order to avoid confusion. Cllr. Rifath will arrange for the temporary signage to be made. The signage will eventually be changed to ‘Defibrillator’.• <u>Dog Bins</u> – The Clerk had chased SW&T regarding the installation of the dog bins. Although the district council are starting to get back to normal, unfortunately they are currently dealing with priority work. Cllr. Henley is also chasing this.• <u>Neighbourhood Plan</u> – Cllr. Humble, Cllr. Pearson and the Parish Clerk had attended a Neighbourhood Plan webinar on Wednesday 20th May. A steering group is now required in order to formulate an action plan to move this forward. The Parish Council would welcome input to the steering group from anyone in the Parish. The Neighbourhood Plan will be an agenda item at the next Parish Council meeting.	RR	08/07/2020																		
7. Finance	<ul style="list-style-type: none">• Balance of Accounts as at 31st May, 2020 <table><tr><td>Current Account</td><td>£5776.74</td></tr><tr><td>Deposit Account</td><td>£19918.19</td></tr><tr><td><u>Sub-total</u></td><td><u>£25,694.93</u></td></tr><tr><td><u>Total</u></td><td><u>£25,694.93</u></td></tr><tr><td>Restricted Funds</td><td>£2885.08</td></tr><tr><td>Unrestricted Funds</td><td>£22809.85</td></tr><tr><td><u>Total</u></td><td><u>£25,694.93</u></td></tr><tr><td></td><td></td></tr><tr><td><u>Income (included in figures above)</u></td><td></td></tr></table>	Current Account	£5776.74	Deposit Account	£19918.19	<u>Sub-total</u>	<u>£25,694.93</u>	<u>Total</u>	<u>£25,694.93</u>	Restricted Funds	£2885.08	Unrestricted Funds	£22809.85	<u>Total</u>	<u>£25,694.93</u>			<u>Income (included in figures above)</u>			
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8. Planning Applications	<p>10/20/0003 - Erection of an agricultural building for the storage of straw and dry fodder at Yeo Hill Farm, Churchinford Road – The Parish Council support this application</p> <p>10/20/0004 - Replacement of agricultural building for the housing of livestock at Yeo Hill Farm, Churchinford Road – The Parish Council support this application.</p> <p>10/20/0006 - Erection of an agricultural building for general purpose on land at Stapley, Stapley Road, Churchstanton - The Parish Council object to this application due to insufficient information regarding the long term use of this building / land</p> <p>10/20/0007 - Erection of single storey extensions to the side and rear of Westcroft, Churchinford - The Parish Council support this application.</p>														
9. Local Plan – Response to Consultation	No action required at present.														
10. Climate Change Webinar Report	Cllr. Pearson had attended a webinar regarding climate change and circulated the slides to the Parish Council. The information that these provide will be considered as part of the neighbourhood plan.														
11. Highways / PPLO Update	<ul style="list-style-type: none">• <u>Road Verge Mowing</u> – A concern had been raised by a parishioner regarding the mowing of some verges in the Parish and the impact on wildflowers. Cllr. Pearson has written to Highways Department to bring this to their attention. Verges are the responsibility of Somerset County Council.• <u>Report from Martin Cooper - SCC Volunteer & Trails Officer</u> – Martin Cooper is new to this role and has now acknowledged the appointment of Sarah Henderson and Peter Allfrey as Parish Paths Liason Officers and supplied them with the equipment that they require. There are currently many damaged styles, the PPLO’s will provide all the necessary information regarding styles in the Parish but unfortunately there is currently no budget for repairing these.														
12. Newsletter / Leaflet Production	Cllr. Pearson had circulated the latest draft of the newsletter to all Parish Councillors for their consideration prior to approval. Parish Councillors were asked to urgently review this and forward any comments regarding the latest draft version to the parish clerk. Cllr. Firth and the parish clerk will prepare a final version and circulate to the Parish Councillors for their approval prior to publication on the Parish Council website. Cllr. Rifath to provide the Parish Council with a photograph.	IF/JW/RR	08/07/2020												

13. Logo - update	Parishioners (adults and children) are invited to submit their ideas for a parish logo to the Parish Council prior to their next meeting on 8 th July, 2020 at which the Parish Council will decide which of these they will choose as their logo.		
14. VJ Day Celebrations	VJ celebrations will be combined with an 'End of Covid' celebration on Saturday 15 th August. See item 5 above.		
15. Correspondence	<ul style="list-style-type: none"> • Local Government Reorganisation - response required by 31st July • Graffiti – There has been a spate of graffiti in Upottery. Upottery Parish Council enquired if this had also been a problem in Churchinford. 		
15. Items of Future Business for the next Agenda	<ul style="list-style-type: none"> • Local Government Reorganisation response • Neighbourhood Plan – Plan of Action • End of Covid Parish Celebrations • Parish Logo – Competition 		
Date of Next Meeting	Wednesday 8th July, 2020		