

MINUTES/ACTION NOTES

Name of meeting:	Churchstanton Parish Council Meeting
Date meeting held:	Wednesday 12 th August, 2020
Meeting location:	Virtual Meeting via Zoom
Present:	Cllr. Ken Pearson, Cllr. Andrew Crabb, Cllr. Raadiyah Rifath, Cllr. Ian Foxwell
In attendance	County Councillor John Thorne, Peter Morley, Gill Peatfield, Tom Baker, John Milnes
Chair	Cllr. Ian Firth
Clerk	Julie Wardle
<u>Public Participation Time</u>	<p>Mr T Baker – Mr Baker provided the Parish Council with information regarding planning applications 10/19/0030 and 10/20/0009 for their consideration in item 8 of the formal agenda.</p> <p>Peter Morley - The Clerk read an email to the Parish Council from Mr Morley regarding his planning application number 10/19/0030 for their consideration in item 8 of the formal agenda.</p> <p>John Milne – John asked the Parish Council if the new Government rules regarding planning were likely to affect the Parish. Cllr. Firth explained that most of the changes that will come into effect on 1st September are restricted within an AONB and therefore, in his opinion, there shouldn't be any significant impact on the Parish as a result of the new rules.</p>
Reports from County / District Councillors, Neighbourhood Watch & Police	<p><u>County Councillor – John Thorne</u> - 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>OSMG - All allotment plots thriving. New water cube purchased and installed as £4000+ quote for water connection far too expensive so we'll rely on the 3 cubes and the occasional £50 1000ltr top up. Grass cutting each week, trees pruned, and surrounds trimmed. Owl chicks in bird box! Dog bin installed Looking to re-hog section of path near Barn Close that has worn away as well as possibility of installing drainage culvert in car park. Ongoing trial of wildflower area (KP). Generally, the area has seen a good deal of usage during the lock down. AGM – 17th September at 7pm</p> <p>Village Hall - <u>Shop</u> – There will be no charges for hire of the hall or water usage, but they will be charged for electricity. The shop has been asked to clear the hall by 20th August and clean it in accordance with Covid guidelines ready for reopening.</p>

	<p><u>Barn</u> – No update on the potential sale of the barn other than it is the Westlake’s intention to put it up for auction in due course.</p> <p><u>Car Park</u> – Will be used by The York Inn whilst the hall is closed, and they have an outdoor seating area in front of the pub. It was suggested to the parish council that a 20mph speed limit might be worth considering whilst the seating area is in place.</p> <p><u>Roof Repairs</u> – The new roof repairs appear to have been successful following recent downpours and the new lights have now been fitted in the ladies toilets. The lights in the cleaning cupboard and old storeroom are also being checked. There is currently no update on the grant applications.</p> <p><u>Projects</u> – Several projects are currently being considered including hall floor, car park repair or resurfacing, a barrier to prevent cars damaging the Churchstanton room again, renovation of gents toilets and removing the stage to increase floor area.</p> <p>PCSO Attendance – The Clerk has been advised that a PCSO will attend a parish council meeting twice yearly. Unfortunately, due to the area that they are covering they are unable to attend more frequently. They also hope to provide the Parish Council with a monthly newsletter.</p>
1. To resolve to exclude members of the press or public	None
2. Apologies	Cllr. Helen Humble, Cllr. Dan Prettejohn
3. Declaration of Interest	Cllr. Firth registered his interest in planning application number 10/20/0006 and withdrew from any discussion or voting regarding this.

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 8 th July, 2020 - Approved
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Agenda Item	DISCUSSION AND NEW ACTIONS	Action By Whom	Action Date
5. Covid-19 - Update	Future Meetings – The Parish Council hope to meet back in the village hall in September. Some Councillors may still opt to join the meeting via the zoom platform.		
6. Action Review Summary	<ul style="list-style-type: none"> <u>The Quarry</u> – Gavin Saunders of Neroche Woodlanders has now completed his initial evaluation of the Quarry and provided the Parish Council with his findings. A more detailed report will now be written and presented to the Parish Council shortly. <u>Defibrillator</u> – The clerk had circulated information received from the Community Heartbeat Trust (CHT) who could assist with the provision and installation of the defibrillator including paint to refurbish the kiosk itself. It was agreed that the kiosk would be repainted in Red. The clerk is currently investigating an option to sign up to a ‘managed 		

	<p>solution’ with the CHT. With this arrangement the CHT would provide an ongoing range of services to the Parish including training & maintenance of the defibrillator itself.</p> <ul style="list-style-type: none">• Dog Bins – Two bins have now been installed, one on the community field and one next to the Parish noticeboard. The clerk will arrange for stickers to be displayed on the bins to inform the community that these were supplied by the Parish Council.• Neighbourhood Plan – No further update.	JW	09/09/20																																						
7. Finance	<ul style="list-style-type: none">• Balance of Accounts as at 31st July 2020 <table><tr><td>Current Account</td><td>4513.82</td></tr><tr><td>Deposit Account</td><td>19918.19</td></tr><tr><td>Total</td><td><u>24,432.01</u></td></tr><tr><td>Restricted Funds</td><td>2885.08</td></tr><tr><td>Unrestricted Funds</td><td>21546.93</td></tr><tr><td>Total</td><td><u>24,432.01</u></td></tr><tr><td></td><td></td></tr><tr><td>Income (included in figures above)</td><td></td></tr><tr><td></td><td></td></tr><tr><td>Payments for approval (included in figures above)</td><td></td></tr><tr><td>Microsoft Annual Fee – Online Services</td><td>383.04</td></tr><tr><td>Flowers & Card for Auditor</td><td>23.00</td></tr><tr><td>Payments for approval (not included in figures above)</td><td></td></tr><tr><td>Microsoft – Monthly fee</td><td>11.28</td></tr><tr><td>Voipfone – Monthly fee</td><td>3.60</td></tr><tr><td>SALC/NALC – Annual Affiliation Fee</td><td>250.12</td></tr><tr><td>SPFA Membership</td><td>15.00</td></tr><tr><td>Clerks Fees & Expenses (July 2020)</td><td>308.68</td></tr><tr><td>BALANCE Remaining</td><td><u>23,843.33</u></td></tr></table> <ul style="list-style-type: none">• Approval of payments – All payments listed above were approved for payment.	Current Account	4513.82	Deposit Account	19918.19	Total	<u>24,432.01</u>	Restricted Funds	2885.08	Unrestricted Funds	21546.93	Total	<u>24,432.01</u>			Income (included in figures above)				Payments for approval (included in figures above)		Microsoft Annual Fee – Online Services	383.04	Flowers & Card for Auditor	23.00	Payments for approval (not included in figures above)		Microsoft – Monthly fee	11.28	Voipfone – Monthly fee	3.60	SALC/NALC – Annual Affiliation Fee	250.12	SPFA Membership	15.00	Clerks Fees & Expenses (July 2020)	308.68	BALANCE Remaining	<u>23,843.33</u>		
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8. Planning Applications	<ul style="list-style-type: none">– 10/19/0030 (Redetermined) Change of use of land from agricultural to equestrian with erection of stable block and formation of turnout area at Merlands, Biscombe, Churchstanton																																								

	<p>Churchstanton Parish Council support this application subject to completion of the planting scheme and with a suggestion that the timber cladding should be stained darker brown.</p> <p>– 10/20/0009 Removal of Condition No. 04 (to allow the annexe to be used as a separate dwelling) of application 10/07/0031 at Hilliers, Biscombe, Churchstanton</p> <p>The Parish Council supports the principle of the conversion subject to sight of accurate plans and elevations, as existing and as proposed, on the basis that the Parish Council do not believe that they are currently representative of the true effect of the development.</p> <p>– 10/20/0006 Erection of an agricultural building for general purpose at Stapley, Stapley Road, Churchstanton</p> <p>The Parish Council support this application.</p> <p>Although the Parish Clerk has requested an extension of time for the Parish Council response, an extraordinary meeting may be required in August to discuss the following two applications received after the agenda for this meeting had been published.</p> <p>Application nos. 10/20/00012 & 10/20/0010</p> <p>If required, an extraordinary meeting will take place at 7:30 pm on Wednesday 26th August.</p>		
9. Local Plan Review 2040	Carried forward to next meeting. No date for stage 2 as yet.		
10. Highways / PPLO	The Clerk had received a request from Somerset County Council Highways team to check all the grit bins in the parish in order that a program of refilling is prepared in advance of the winter months.	JW	09/09/20
11. Newsletter / Leaflet Production	No further updates.	IF/RR/KP	09/09/20
12. Logo - update	In the absence of any further suggestions, Cllr. Firth proposed that the logo recently created for the Parish Council should be adopted as an interim logo until such time that a better idea is submitted.		
13. Parish Council Facebook & Twitter Accounts	In order to further improve communication within the parish, it was agreed that a Churchstanton Parish Council Facebook page and Twitter account would be set up for immediate use. Access (passwords) to the accounts would be provided to Cllr. Firth, Cllr. Rifath and the Clerk.	JW	09/09/20
14. End of Covid / VJ Day Celebrations	Postponed until further notice due to ongoing Covid restrictions.		

15. Correspondence	<ul style="list-style-type: none"> – Take Art outdoor performances – Able Community Care 'Do Not Knock' stickers - The Clerk will place these in the village shop and the village hall as soon as Covid restrictions allow. <p>Emailed in advance to Parish Councillors</p>		
16. Items of Future Business for the next Agenda			
Date of Next Meeting	Wednesday 9th September, 2020		