

Minutes of the Annual Stogumber Parish Meeting

Held on Thursday 9th May 2019
At Deane Close Common Room at 7.30pm

(in the format to be presented to the next meeting for approval)

Present:

Cllrs C Bramall (Chair), M Symes (Vice-Chair), V Sellick, A White, T Vesey, T Brick, R Foster and G Tuckfield

C Morrison-Jones (clerk)

SW&T Cllr M Kravis

SCC Cllr C Lawrence

1) Apologies of Absence

Cllr C Matravers

SW&T Cllr P Pilkington

2) Acceptance of minutes from Annual Parish Meeting 10th May 2018

The minutes for the meeting were approved by those present and signed by the Chairman as a true record

3) Report by the Chairman of Stogumber Parish Council

A quieter year in Stogumber. Many planning applications have been considered by the parish council and hot topics in the village have been bonfires and dog mess. Issues with parking outside the school are still apparent, although hopefully the Beacon Field car park will alleviate this if parents can be persuaded to use it for parking.

The Beacon Field works are progressing well, and the permanent car park area is almost finished.

The playground is going from strength to strength; thanks must be given to the councillors and Chris Moss for all their efforts and work in the play area.

4) Questions and Comments from Parishioners

None

5) Any other business

None

SCC Cllr CL thanked CB and the PC for all their efforts over the year

There being no further business, the meeting closed at 19.38

Minutes of the Stogumber Parish Council

Annual Parish Council Meeting

Held on Thursday 9th May 2019
at Deane Close Common Room, commencing at 19.39

(in the format to be presented to the next meeting for approval)

Present:

Cllrs C Bramall (Chair), M Symes (Vice-Chair), V Sellick, A White, T Vesey, T Brick, R Foster and G Tuckfield

C Morrison-Jones (clerk)

SW&T Cllr M Kravis

SCC Cllr C Lawrence

1) Election of Chair and receive the Chair's Declaration of Acceptance of Office

The appointment of C Bramall was proposed by GT and seconded by AW. There were no other nominations. All were in favour and the Chair signed the Declaration of Acceptance of Office.

2) To receive any apologies of absence

Cllr C Matravers

SW&T Cllr P Pilkington

3) Election of Vice Chairman and receive the Vice Chairman's Declaration of Acceptance of Office

The appointment of M Symes was proposed by AW and seconded by TB. There were no other nominations. All were in favour and the Vice-Chair signed the Declaration of Acceptance of Office.

4) Declarations of Interest/Dispensations

CB & AW-Beacon Field as neighbours

5) Public comments, questions or suggestions

None

6) District and County Councillor reports

SCC Cllr C Lawrence:

- Parish Councils are soon to receive a letter about gritting. The gritting service will be returning to how it was before last year.
- CL reported that she was with police this week at a conference at Portishead. County Lines is a very serious issue where criminal gangs set up a drug dealing operation in a place outside their usual operating area. Vulnerable young users are groomed by gangs using their homes to distribute drugs. Please keep an eye on vulnerable young people in your community.
- Violent crimes conference about violent crime reduction. Somerset will start to be affected more as crime moves away from urban centres
- Highways small improvement schemes are starting to clear the 'backlog' before being opened to new applications

WS&T Cllr M Kravis

- SW&T Council is only one week old, so not a lot to report yet

- New leader of SW&T Council, Federica Smith, has been appointed
- Please do contact SW&T Cllrs M Kravis or P Pilkington with any questions and queries

7) Minutes of Parish Council meetings held on 14/3/18 and planning meetings held on 16/3/19 (x 2), 28/3/19 and 25/4/19

The minutes for the above meetings were approved by councillors and signed by the Chair as a true record

8) Declarations of Acceptance of Office

Cllrs Chris Bramall, Mostyn Symes, Viv Sellick, Alison White, Tom Vesey, Tracy Brick, Ruth Foster, Cliff Matravers and George Tuckfield had all signed their acceptance of office forms before the start of the meeting

9) Matters arising from the minutes

a) Wig-Wag lights outside the school

SCC Cllr CL suggested that she may be able to help with ‘prevention scheme match funding’– she will investigate further for SPC

The owner of Courtlands doesn’t want the lights to go where highways wish but would be happy for it to move slightly nearer to the school so it doesn’t impact his splay and exit sight lines. This need to be discussed further with Highways further and a meeting will be organised with Highways and the concerned property owners for placement discussions.

The PTA want to support this project and have now offered a £500 donation immediately, together with the offer to fundraise further for more funds

As the car park is brought into use it will mean that more children will be walking along the road and therefore the wigwags will be more essential.

The Village Hall management committee has offered to give £300 towards the project and CRASH have also offered funding

Councillors resolved to proceed with project and push on with Highways finalising the positioning and generating the final quote

SCC Cllr CL left the meeting at this point

b) Matters arising from the minutes not covered by the agenda items below

Allotments. Mr Dawson had reported to the clerk that no parishioners had made contact with him since the last PC meeting in regard to the possibility of allotments in the parish

10) Playground – Reconsider the role of the Parish Council in the Playground Association

When the parish council took over as the sole corporate trustee of the playground association, it was originally resolved to eventually wind up the charity and for the PC to take over the responsibility of running the playground.

However, it is now apparent that the playground association remaining as a charity transfers some fundraising advantages that would not be available to the PC. Additionally, SALC have also advised that there may be a chance the council could reclaim VAT as it is acting as a sole trustee – this is currently being clarified by the clerk with HMRC

After careful consideration, councillors unanimously resolved to overturn the previous resolution and for the Stogumber Playground Association to remain as a charity, with Stogumber Parish Council as the sole corporate trustee (proposed by MS, seconded by TV)

11) The Beacon Field

a) Car park construction update

CB reported that construction moving forward

b) Consider fencing quotations

Two fencing quotes have been received by the PC for fencing and gates surrounding the newly surfaced car park area. Cllrs resolved to accept the quote for £900 provided by Dan Hutchings. CB to contact both parties who had submitted quotes.

c) Consider signage / risk assessment matters for car park usage

Signs for the car park needed to be placed outside at entrance, and additionally a sign is needed on the entrance ramp advising drivers of the presence of pedestrians

When there is a large event, signs will continue to be placed around the village. Cllrs considered if these need to be made permanent or still just reserved for big events and decided to wait as see if usage/uptake dictated the use of additional permanent signage in the village.

Clerk to investigate price of large car park signs (approx. 2' x 1') and smaller ramp sign and consult back with Cllrs before ordering

d) Bookings for Beacon Field use – 22nd June, Stogumber Festival and 20th July, wedding
Approved

e) Any other matters concerning the Beacon Field
None

12) Highways / Footpaths

a) Updates on previously reported issues

- Footpath from Slade Close to the play area: the boiler has been removed
- Magna have inspected, and will repair, the flickering streetlight outside 3 Slade Close
- Sign to Kingswood and Culverhayes at bottom of high street has been re-attached to the building

b) Temporary road closures

i) All traffic will be prevented from proceeding along Sheepstealing Lane from the junction with Sheepstealing Lane to Willet Lodge, north-westwards for a distance of 370 metres to enable Utility Services Ltd to carry out piling works on behalf of BT Openreach
The Order becomes effective on 30 May 2019 and the works are expected to last for 3 days (09:30-15:30) excluding the weekend.

ii) All traffic will be prevented from proceeding along Rexton Lane from the junction with Deans Cross to Broad Oak, north-westwards for a distance of 1120 metres to enable BT Openreach to carry out D Pole project works
The Order becomes effective on 15 May 2019 and the works are expected to last for 3 days (09.30 - 15.30hrs).

iii) All traffic will be prevented from proceeding along Stogumber Road from the junction with Castlake Lane, eastwards for a distance of 370 metres to enable BT Openreach engineers to work in an underground structure. The Order becomes effective on 15 May 2019 and the works are expected to last for 1 day (09.30 - 15.30hrs)

c) Footpath ramp by church

Following contact by the clerk, SCC have confirmed that they are not prepared to take responsibility for the ramp leading down from the church to Station Road and have suggested that responsibility for the issue could lie with WS (now SW&T)? Cllr AT-B was unable to progress this line of enquiry before the elections-Cllrs requested that the new ward Cllr investigate this further on behalf of SPC

d) Any issues to report

- i) Road surface in Deane Close has been reported to the clerk by a parishioner as breaking up and this has been reported to SCC Highways
- ii) Pothole at Vellow Road by Lane End cottage
- iii) Damage on road by Nevys farm caused by heavy vehicles moving on and off site
- iv) Pothole between Wood Farm bungalow and Wood Lane junction
- v) Pothole by the bridge from Trenance Farm House coming towards Stogumber

Cllr TB left the meeting at this point

13) Consider Insurance renewal 1st June 2019

The PC is currently insured with Aviva, via BHIB Insurance Brokers. 2019/20 represents the last year of the three-year long-term agreement that the PC entered into with BHIB. The renewal premium is £229.47 and councillors resolved to accept the renewal premium

14) Finance

a) To approve Year End Accounts – 2018/19

Councillors resolved to approve the end of year bank reconciliation, dated 31.3.19, of £28,442.57. £9,118.25 of this balance is held in reserved funds

b) Payments to approve

Clerks Salary	£534.30
HMRC	£52.00
Clerk's expenses	£74.83
Magna, meeting room hire, 2019/20 municipal year	£60.00
BHIB Ltd, insurance renewal	£229.47
R Criddle, Beacon Field works (part 2)	£6,504.00
Mrs K Smith, Internal Auditor	£30.00
PWLB, Beacon Field loan repayment, 10.5.19 – taken by direct debit	£3223.02

c) Amounts received

24.4.19 Somerset West & Taunton 1st half of precept £10,000

d) Clerk's expenses and reimbursements

Cllrs agreed to increase the clerk's travel reimbursements to the parish to the HMRC rate of £0.45 per mile

It was also agreed that the clerk would be awarded an amount of £8 per month as a contribution to home office and telephone costs

e) Any other financial matters

None

15) Consider Internal Auditor's Report

The Internal Auditor, Mrs K Smith, had carried out the internal audit and found the internal audit control arrangements to be satisfactory. Accordingly, the Internal Auditor had signed-off Page 5 of the Annual Return without qualification

16) Annual Return - confirm that the Council wishes to certify itself as exempt from the limited assurance review

It was agreed by councillors that the PC wished to certify itself as exempt from the limited assurance review. The document was signed by the chairman and the RFO

17) Annual Return – approve Section 1, the Annual Governance Statement

Members agreed that replies to Questions 1 to 9 be “Yes”. The page was then signed by the Chairman and the clerk.

18) Annual Return – approve Section 2, the Accounting Statement

The Council considered the information prepared and signed by the Clerk that had been previously circulated. The statement was approved, and signed by the Chairman

19) Planning:

a) Previously considered applications – updates

i) planning application SCC/3543/2018

Capton Quarry to extend the permission to 2050. GRANTED

ii) planning application 3/31/18/012

Curdon Mill. Application for a Lawful Development Certificate for the existing office GRANTED

iii) planning application T/31/19/001
Wynes, Hill Street to fell one Liquidambar and one apple tree GRANTED

iv) planning application 3/31/19/002
Lower Preston Farm. Various internal and external works to farmhouse with conversion of outbuilding No.2 for annexe AWAITING DECISION

v) planning application 3/31/19/003
Silverdown Cottage, Combecross Lane. Erection of carport/shed GRANTED

vi) planning application 3/31/19/001
Sunnydene, 14 Hill Street Replacement of garage with the erection of 1 No. detached dwelling AWAITING DECISION

vii) planning application 3/31/19/004
Lower Preston Farm. Demolition of agricultural building and formation of tennis court AWAITING DECISION

viii) planning application 3/31/19/005
Mill Cottage, Vellow Road Change of use of studio outbuilding to annexe and replacement of detached garage GRANTED

b) Any other planning matters reported to the clerk before the meeting

On the 1st May, SW&T informed all parish councils, via email, that paper copies of planning applications would no longer be issued with immediate effect. Following representations from several parish councils, this implementation of this decision has been put on hold by SW&T. Cllrs requested that the clerk write to SW&T to add Stogumber PC concerns to the representations already sent

20) Any other business by permission of the Chairman

- Need to keep a watching brief on the possible expansion of Exmoor park/ANOB
- Derek & Judy Illman have now left village now. Cllrs resolved to write a letter of thanks for all their contributions to the village

There being no further business, the meeting closed at 21.32

Minutes of the Stogumber Playground Association Meeting

Held on 9th May 2019

At Deane Close Common Room, commencing at 21.33

(in the format to be presented to the next meeting for approval)

Present:

Cllrs C Bramall (Chair), M Symes (Vice-Chair), V Sellick, A White, T Vesey and G Tuckfield
C Morrison-Jones (clerk)

- 1) **To receive any apologies of absence**
Cllrs C Matravets, T Brick, R Foster
- 2) **Public comments, questions or suggestions**
None
- 3) **To approve the minutes of Playground Association meetings held on 14/3/19**
The minutes for this meeting were approved by councillors and signed by the Chairman as a true record
- 4) **Matters arising from the minutes**
 - a) **Tree works**
The goat willow has now been felled and the small oak tree had remedial work carried out on the crown
 - b) **Fencing / gate posts**
The clerk reported that Magna believes that the issue is not with their gullies, but with the surface water drainage system further down and this causes the pipework to silt up over time and then overflow. They have stated that this would be an issue that the PC would need to deal with Wessex water over as they are responsible for the system further down. With this in mind Magna would not be looking to contribute with the cost of the replacement gate post.
MS reported that the two gates are hanging off one post. New post should cost approx. £25 and needs concreting in to protect. Chris Moss will buy a replacement post and refit
 - c) **Any other matters arising from the minutes not covered below**
None
- 5) **Playground upkeep**
 - a) **Any issues raised in the routine inspections**
None
 - b) **Update regarding repairs /maintenance**
Castle repairs are continuing
- 6) **Finance**
 - a) **To approve Year End Accounts – 2018/19**
Councillors resolved to approve the end of year bank reconciliation, dated 31.3.19, of £445.45
 - b) **Payments to approve**
Robin Parker Tree Services tree work at the play area .£250.00
 - c) **Amounts received**
None
 - d) **Any other financial matters**

None

- 7) **Any other business by permission of the Chairman**
Cllrs thanked Chris Moss for all his hard work at the play area.

There being no further business, the meeting closed at 21.40