

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT**Tel:** 01963 250015**e-mail:** clerk@queencamelpc.org.ukwww.queencamelpc.org.uk**Draft Minutes of the Full Parish Council Meeting held in the Marples Room at the Memorial Hall on Monday 9th December 2019 at 7.30pm****Public Question Time**

There were 10 members of the public in attendance at the commencement of the meeting. Some comments and questions were raised.

The Chairman opened the meeting at 7.44pm.

Present: Chairman Simon Thornewill, together with Councillors Michael Baker, Sue Gettings, Kathy Grainger, John Brendon, Dan Hewlett and Bryan Norman.

Also Present: Parish Clerk and RFO Emma Curtis

01/12 Apologies for Absence: Apologies had been received from Cllr Jude Coggins – *unwell*, Brian Hewlett – *away* and District and County Councillor Mike Lewis

It was resolved to approve the reasons for absence as reported

For 7, Against 0, Abstained 0

02/12 Declarations of Interest: Received from Cllr Sue Gettings, agenda item 07/12/c; *member of the Playing Field Committee*

03/12 To approve as a correct record the minutes of the previous meeting held on 11th November 2019: Approval of the minutes was deferred to the January meeting as some Councillors had identified inaccuracies.

04/12 To receive any Police matters: No report received.

05/12 To receive County and District Councillor reports: No report received

06/12 Planning

a) To consider the following planning application:

Application Number	Proposal	Applicant Details
18/03296/FUL – Amended Plans	Proposed development of 9 dwellings with access and landscape planting provision	Land Adjacent Englands Mead, Queen Camel,

RESOLVED: It was resolved the Parish Council would write a letter reiterating comments previously made against the application and that John Brendon would draft the response. For 7, Against 0, Abstain 0

b) To note the following Advice of Appeal Receipt:

Application No:	Proposal	Applicant Details
SSDC: 19/00653/PAMB/Sam Fox Planning Inspectorate: APP/R3325/W/19/3238978	Notification for prior approval for the change of use of existing agricultural buildings to a dwellinghouse	Barn at Sutton Bridge, Sutton Montis Road, Queen Camel, BA22 7NF
RESOLVED: It was resolved the Parish Council would support and recommend approval of this planning appeal. For 7, Against 0, Abstain 0		

c) To note any planning decisions: None

07/12 Council Matters

- a) To consider process for displaying of documents in Parish Council noticeboards: Cllr Simon Thornewill reported that following comments from a resident he had requested this issue be considered by Councillors after refusing to allow business publications in the noticeboards. Cllr Thornewill reminded Councillors that the Parish Council had statutory documents which must be displayed in the noticeboards throughout the year. Cllr Kathy Grainger commented that although it would be nice to allow others to display their posters in the noticeboards it would be difficult to know where to draw the line.
RESOLVED: It was resolved the Parish Council would restrict the use of the noticeboards to Parish Council information only.
For 6, Against 0, Abstain 1
- b) To receive Footpaths and Environment updates: Cllr Kathy Grainger provided a comprehensive update on Footpaths and Environmental issues in Queen Camel. Of particular note regarding Footpaths was the flagstone which the owners had agreed could be flattened and the Leyland Trail not being a high priority for Somerset County Council. Cllr Grainger reported that new dog bins had been installed with more to follow along with another dog bin being relocated to a better location. Cllr Grainger commented that parking along the High Street was an ongoing issue. The need for grit bins and an increase in litter picks was considered. To conclude Cllr Grainger commented that dropped kerbs in the village would be considered via the Small Improvement Scheme in February.
- c) To receive an update from the Playing Field Lease Working Group and consider requesting Playing Field land is transferred back to the Parish Council from SSC: Cllr Michael Baker provided a report following a meeting with the Playing Field Management Committee and suggested the committee provide the Council with an updated set of accounts, suitable draft lease, management and development plan. Cllr Baker suggested that the lease continue on a rolling basis until the Playing Field Management Committee provide these documents and hold their AGM in April. Cllr Baker stressed that if a 45 year lease was agreed, then the Council had to ensure that it is completely right.

The Chairman closed the meeting at 8.18pm
The Chairman opened the meeting at 8.22pm

Cllr Bryan Norman requested that the Council right to Somerset County Council to request that the Playing Field land the Council does not own be transferred to the Parish Council. Cllr Norman also suggested the Parish Council consider adopting the adjacent un-adopted road.

The Chairman closed the meeting at 8.24pm
The Chairman opened the meeting at 8.27pm

RESOLVED: It was resolved the Parish Council request the required documents from the Playing Field Management Committee and make a final decision regarding the lease following the AGM in April.
For 6, Against 0, Abstain 1

RESOLVED: It was resolved to write to SCC to request transfer of land into Parish Council ownership.

For 7, Against 0, Abstain 0

The Chairman closed the meeting at 8.29pm

The Chairman opened the meeting at 8.30pm

- d) To receive an update and consider options for Fingerpost Signs: Cllr Sue Gettings requested that the Council make a final decision on the fingerpost signs as the issue had been going on for many years. Cllr Gettings confirmed she had written to the contractor asking them to reconsider requesting payment upfront. Councillors considered the quotations again and agreed that the quote received to remove the posts and reinstall them was a large amount. Cllr Gettings referred to the Neighbourhood Plan questionnaire and stressed that 84.6% of residents wish to see the fingerpost signs remain. Cllr Simon Thornewill referred Councillors to an article in the Blackmoor Vale Magazine which stated that members of Charlton Musgrove Parish Council had restored their fingerpost signs themselves. Cllr Kathy Grainger suggested the Council find out whether payment can be made after the works prior to coming to a decision.

The Chairman closed the meeting at 8.41pm

The Chairman opened the meeting at 8.42pm

RESOLVED: It was resolved the Parish Council make a final decision at the January meeting once a response had been received from the contractor regarding payment terms.

For 7, Against 0, Abstain 0

- e) To receive an update on preparations for a possible VE Day Commemoration and consider budget: Cllr Sue Gettings reported that she was encouraged by commitment shown by residents who had attended the first meeting to consider options for the commemoration. Cllr Gettings stated that a proposed programme of events had been considered and fundraising events would be taking place such as a coffee morning and soup lunch. Cllr Gettings confirmed she had submitted a community grant request of £1,000 to the National Lottery fund but suggested if the grant application wasn't successful that the Parish Council match the funds raised by way of a donation.

RESOLVED: It was resolved the Parish Council donate £500 towards the event

For 7, Against 0, Abstain 0

- f) To review Standing Orders and amend if required: Item deferred until January meeting
g) To adopt new Financial Regulations based on the updated NALC model dated July 2019: Item deferred until January meeting
h) To adopt new Code of Conduct based on the updated NALC model dated May 2018:
RESOLVED: It was resolved the Parish Council adopt the new Code of Conduct
For 7, Against 0, Abstain 0
i) To consider A303 developments: Cllr Bryan Norman reported the Council's response had been submitted but that no update had been received.

08/12 Neighbourhood Plan

- a) To receive an update on the status of the Neighbourhood Plan: Cllr Simon Thornewill confirmed the draft plan had been submitted to SSDC in November and would be passed to independent consultant for comment. Cllr Thornewill stressed that the timescales for this process could be many months.

09/12 Finance

- a) To receive an update on the Parish Council banking situation: The Clerk reported that finally the transfer process of all funds to Unity Trust Bank was nearing completion and thanked a previous Parish Councillor and Clerk for their assistance. Cllr John Brendon requested it be noted that Natwest had ignored and not acted on a number of letters.
b) To consider the formation of a Finance Committee

RESOLVED: It was resolved that Cllrs Simon Thornewill, Jude Coggins and John Brendon would form the Parish Council Finance Committee.

For 7, Against 0, Abstain 0

- c) To note receipt of current financial documentation: Item deferred until January meeting.
- d) To approve the cashbook and bank account reconciliation for the current account to 10th October 2019, business reserve account to 30th September 2019 and current account to 8th November 2019: Item deferred until January meeting
- e) To consider draft budget for the 2020/21 financial year: Item deferred until January meeting
- f) To approve the following accounts for payment and two signatories for cheques:

It was resolved that all payments be approved and that Cllr John Brendon and ex Parish Councillor Christopher Bennett acted as signatories.

For 7, Against 0, Abstain 0

Supplier/Contractor	Narrative	Amount
Staff	November Salary	£375.70
HMRC	PAYE & NI	£17.00
Staff	November Expenses & Mileage	£82.40
Milborne Port Computers	New Laptop	£445.99
Bernie Peachy	Winter plants for Triangle	£9.38
Dorset Planning Consultant Ltd	Neighbourhood Plan Support	£3,257.82
Queen Camel Memorial Hall	Marples Room Hire Fee	£28.00
Viking Direct	Ink Cartridge	£30.32
Unity Trust Bank	Transfer of Parish Council Funds	£44,000.00

10/12 Correspondence

- a) To consider email on the Road Safety Fund: Email considered, no action to be taken
- b) To consider email on Environment Strategy and Somerset County Council Pollinator Strategy: Email considered, Cllr Kathy Grainger expressed her interest which the Clerk confirmed she would pass on to SCC
- c) To note email from the Leader of Somerset County Council: Noted

11/12 Date of next meeting – The next Parish Council meeting will be held on Monday 13th January 2020. All items for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 3rd January.**

The meeting closed at 9.03pm

Signed _____

Date _____