



QUEEN CAMEL PARISH COUNCIL

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Draft Minutes of the Full Parish Council Meeting held in the Marples Room at the Memorial Hall on Monday 10th February at 7.30pm

Public Question Time

There were 6 members of the public in attendance at the commencement of the meeting.

The Chairman opened the meeting at 7.32pm.

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

Also Present: County and District Councillor Mike Lewis
Parish Clerk and RFO Emma Curtis

- 01/02 Apologies for Absence:** Apologies had been received from Brian Hewlett and Michael Baker, *away*
It was resolved to approve the reasons for absence as reported
For 7, Against 0, Abstained 0
- 02/02 Declarations of Interest:** Received from Cllr Sue Gettings, agenda item 07/02(a) – member of the Playing Field Management Committee
- 03/02 To approve as a correct record the minutes of the previous meeting held on Monday 13th January 2020:**
Following a minor amendment it was resolved to approve the minutes of the meeting held on Monday 13th January as an accurate record of the meeting
For 7, Against 0, Abstained 0
- 04/02 To receive any Police matters:** Cllr Jude Coggins reported that antisocial behavior had taken place at the bowling ground which had been reported to PCSO Thelma Mead. Cllr Coggins commented she would be speaking with the Clerk as to how best to report crimes on the Parish Council website and was in the process of promoting Neighbourhood Watch. Cllr Dan Hewlett commented there had been a lot of fly tipping at the top of Gasson Lane which had been reported to SSDC.
- 05/02 To receive County and District Councillor reports:** Cllr Mike Lewis reported that both SSDC and SCC were in a better financial position than previous years. Cllr Lewis requested that Highways issues be reported via the SCC website system and not via the telephone. Cllr Simon Thornewill asked Cllr Lewis on his views regarding a planned Unitary Authority as it appeared the Leaders of SSDC and SCC disagreed and had different perspectives. Cllr Lewis commented that both Leaders would be attending public meetings and he would provide feedback following the meetings.
- 06/02 Planning**
- a) **To consider any planning applications:** None
- b) **To note any planning decisions:** None

c) **To note notification of the following Planning Application in adjacent Parish:**

Application Number	Proposal	Applicant Details
20/00129/OUT	Outline application for the erection of up to 9 dwellings including a new access and footpath with all matters reserved except access	Land North of Woodstock House, Sparkford Hill, BA22 7JE

It was proposed and resolved that the Clerk would liaise with Sparkford Parish Council to determine their response to the application and would write to SSDC to support their views
For 7, Against 0, Abstain 0

- d) To consider report from SSDC Strategic Planning regarding leisure obligations for the proposed development at West Camel Road – 19/01830/OUT: The report from SSDC was considered. Councillors agreed that although they would prefer less houses, they were content with the recommended obligations as currently presented. It was noted that the figures may vary depending on whether the village had adopted the Neighbourhood Plan. The Clerk read out a statement from Asset Sphere which invited the Parish Council to take on the ownership of some land. It was agreed by Councillors that this item be deferred until the March meeting as not enough time or information had been given to consider this suggestion satisfactorily.

07/02 Council Matters

- a) To receive any update on the Playing Field Management Committee: Cllr Sue Gettings reported that a development plan is being devised by a subgroup for the committee. Cllr Gettings confirmed that suggestions for development had been discussed but that a new play area and adequate car parking were priorities. Cllr John Brendon asked what was happening regarding other issues within the committee and Cllr Gettings responded she didn't have an update.
- b) To receive Footpaths and Environment updates and consider village tidy up: Cllr Kathy Grainger requested the Parish Council set a budget for footpaths and environment equipment. The Clerk confirmed this would be an agenda item for the upcoming Finance Committee meeting and requested a list of equipment be drawn up along with a suggested budget. Cllr Grainger confirmed she had been in contact with Eve Wynn who had supplied some way markers and was looking into new gates. Cllr Grainger confirmed she was the Queen Camel PPLO and had been in contact with the new Rights of Way Officer at SCC. Cllr Grainger confirmed the Parish had been awarded an SSDC Tree Pack and she would be picking them up and storing them prior to planting. Cllr Simon Thornewill requested that the trees be planted in highly in visual areas and Cllr Jude Coggins requested whoever takes them on looks after them adequately. Cllr Grainger stated she would be monitoring the trees. It was reported that Henshaw Brook is being cleared by local volunteer and that a new dog bin for Wales crossroads was being requested. Cllr Grainger concluded by stating she had taken on the role as the parish Environment Champion and new bird boxes were being produced to be placed around the village.
- c) To receive update on Cleveside House: Cllr Simon Thornewill reported that a meeting had taken place and matters appear to be moving forward, however there are provisos regarding legal arrangements. Cllr Thornewill stated that he had been asked by the owner not to go into further detail at this time.
- d) To receive an update on the preparations for the 75th VE Day Commemorations and confirm purchase of memorial poppies: Cllr Sue Gettings reported that a bank account was being opened and a treasurer had been appointed. Cllr Gettings stated that a £1,000 grant from the Community Lottery Fund had been awarded along with the £500 donation from the Parish Council but that fundraising events were continuing. Cllr Gettings stated that a full schedule of events would be available following the next meeting on 26th February. Cllr

Gettings stated that poppies were being knitted to decorate the church and that she was in touch with the Poppy Appeal to order another 30 large poppies for the High Street.

- e) To receive any update on A303 developments: Cllr Bryan Norman confirmed that the Secretary of State was yet to announce a date for a decision so there was no current update. Cllr Norman suggested a timescale for a decision may be around three months.
- f) To confirm date and consider format for the Annual Village Meeting: Councillors considered the format of the meeting and discussed including more visuals and interaction with a social event following formalities. It was agreed to host the meeting on Friday 22nd May.
- g) To adopt new Financial Regulations based on the updated NALC model dated July 2019 including internet banking procedures:

It was resolved to approve and adopt the Financial Regulations as presented

For 7, Against 0, Abstained 0

- h) To consider Parish Magazine entries: Cllr Kathy Grainger pointed out the website address in the front of the magazine was incorrect and suggested that Cllr contact details should be in the magazine. She stated she thought there should be a Parish Council article in the magazine in order to communicate with the village. Cllr Simon Thornewill confirmed he would be happy to write an item with Cllrs agreement of what should be in the article. It was agreed to add a monthly agenda item to agree on editorial contents.
- i) To consider the Parish Ranger Scheme: It was agreed to defer this item to the March meeting.
- j) To receive an update on High Street Parking: Cllr Jude Coggins confirmed she had spoken with PCSO Thelma Mead who was going to speak to residents but no response had yet been received.
- k) To consider the triangle at the Wales/West Camel road junction: Cllr Dan Hewlett commented that since works had been conducted the area had been left in a mess and suggested the Parish Council request the triangle be reinstated.

It was resolved and approved for the Clerk to contact Highways and request that remedial works be completed on the area

For 7, Against 0, Abstained 0

- l) To consider the A359 traffic calming removal: Cllr Dan Hewlett stated he was hoping for an update on A303 before discussing this item but suggested the Parish Council need to consider how the traffic will impact the village when works are undertaken. Cllr Bryan Norman stated that representation made by Highways England proposed traffic lights at the three choking points. Cllr Dan Hewlett suggested Councillors consider options and suggested fewer pinch points would aid the flow of traffic.
- m) To receive an update from the "Keeping up Appearances" working party: Cllr Sue Gettings reported the working party had met and managed to almost clear Green Lane. Cllr Gettings confirmed their next mission, with permission from landowner, would be to clear the pathway near the surgery and school.

- 08/02** To receive any update on the Neighbourhood Plan: Cllr Simon Thornewill reported the Neighbourhood Plan was available to be viewed in the Marples Room at the Memorial Hall and although the independent examination was yet to take place it would take about six weeks to complete prior to the referendum.

09/02 Finance

- a) To approve the cashbook and bank account reconciliation for the Natwest current account dated 10th January 2020:

It was resolved that Cllr John Brendon would approve and sign the cashbook and account reconciliation

For 7, Against 0, Abstained 0

- b) To note the date of the Finance Committee Meeting as Tuesday 31st March:
Noted.
- c) To note circulation of the Quarter 3 Budget Report: Circulation of the Quarter 3 Budget was noted and considered by Councillors.

d) To approve the following payments:

Supplier/Contractor	Narrative	Amount
Staff	January Salary	£375.70
HMRC	PAYE & NI	£17.00
Staff	January Expenses & Mileage	£65.90

It was resolved to approve the above payments as presented and proceed with online payments

For 7, Against 0, Abstained 0

10/02 Correspondence

- a) To note email from SSDC confirming submission of comments on the Local Plan Review:
Noted.
- b) To note email from SSDC regarding the Future of Local Government in Somerset:
Noted.
- c) To consider email from SSDC regarding Services and Facilities:
Noted – It was agreed the Clerk would respond.
- d) To note email from SCC regarding Parish Path Liaison Officer:
Noted.
- e) To consider email from SSDC regarding Local Football Facility Plan:
Noted – Cllr Sue Gettings confirmed she has responded.
- g) To note email from SCC regarding February Brief and One Somerset:
Noted.
- h) To note email from resident regarding the Great Parish Tree Giveaway
Noted.

11/02 Date of next meeting – The next Parish Council will be held on Monday 9th March 2020. All items for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 28th February.**

The meeting closed at 8.46pm

Signed _____

Date _____