



**QUEEN CAMEL PARISH COUNCIL**

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**DRAFT Minutes of the Full Parish Council Meeting held via Zoom Conference Call Facilities on Monday 13<sup>th</sup> July 2020 at 7:30pm**

**Public Question Time**

There were 10 members of the public virtually in attendance during the Zoom meeting.

Immediately prior to the meeting members of the public were provided with the opportunity to speak. Members of the public were asked speak for up to the prescribed 15 minutes in total in the order in which they requested the Password to access this meeting by remote attendance (Zoom). 4no. members of public spoke most significantly about:

- disappointment about suggested removal of £1k from CLT Earmarked Reserve;
- comparison of budget shortfall with reduced Grants & donation projected allocation;
- updated suggested re Neighbourhood Watch and visitor welcome packs; and
- noted recent PFC correspondence with Parish Clerk re transfer of land.

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

**Also Present:** County and District Councillor Mike Lewis and Parish Clerk and RFO Stephen Hill and 10 members of the public requested to join the meeting.

**01/07 Apologies for absence:** No apologies were received; all Councillors were present.

**02/07 Declarations of interest:** Councillor Gettings declared a personal interest regarding her role with the Playing Field Committee (PFC). Councillor Grainger declared a personal interest regarding the proposed footpaths budget.

**03/07 To approve as a correct record the minutes of the previous meetings held on 8th June 2020 to be signed by the Chair at a later date.**

**It was resolved to approve the minutes of the meeting held on Monday 8<sup>th</sup> June 2020 as an accurate record of the meeting.**

**For 9, Against 0, Abstained 0**

**04/07 Action Points from Previous Meeting**

Parish Council comments and support for the draft Walking & Cycling Manifesto for Somerset were provided.

**05/07 To Receive County and District Councillor Reports**

Councillor Mike Lewis provided his report which focused on the Councils' responses to Covi-19, which have provided regular updates, the Head of Planning leaving SSDC and Headteacher (Lisa Goodland) leaving post and being replaced. Councillor Lewis stressed the importance of Somerset Local Government Reorganisation and the 7 Recommendations from SALC.

**06/07 Neighbourhood Plan (Examiner's Report)**

Following the Decision of 8 June 2020 Parish Council meeting, the Parish Council has written to SSDC 17 June 2020 with its comments; and that a meeting has been arranged with SSDC for 14 July 2020 with the Clerk and Chairman attending for the Parish Council (SSDC had invited Councillors Lewis as Ward Member). SSDC's legal advice or its suggested alternative words for the NP (following the Examiner's report)

have not been provided; Councillor Thornewill described that legal privilege of advice was cited and the SSDC suggested words have not been provided. Councillors Lewis described the SSDC agreed Policy change to given significant weight to NP before delayed referendum (May 2021).

It was highlighted:

- that the words, adjacent and contiguous be used instead of appropriate;
- the importance of an early referendum;
- the need to brief Councillors after the meeting with SSDC tomorrow; and
- Parish Council representation at the SSDC Executive meeting.

#### **07/07 Finance & Risk Committee**

a. The minutes of meeting 22<sup>nd</sup> June 2020 were noted.

b. F.04/06 Proposed changes to the Terms of Reference

Council considered the Recommendations from Finance Committee:

- Item 1.2, change the word "Committee" to "Council";
- Item 1.3, add "," after the word "absent";
- Item 2.1, add "and the Standing Orders relating to financial matters" after the word "Regulations";
- Item 4.3, change to "between 6:30pm and 7:15pm";
- Item 5, remove the words "beyond the trial period".

**It was Proposed by Councillor John Brendon and Seconded by Councillor Kathy Grainger and resolved to approve changes to the Terms of Reference For 9, Against 0, Abstained 0**

F.05/06 Financial reports to Council

Council considered the Finance Committee Recommendations and agreed for quarterly reports showing actual receipts and expenditure compared against budget with the projected end of year outturn to be presented to Council. Payments for authorisation to be approved by Council. Quarterly bank reconciliations to be presented with quarterly outturn report and agreed by a Councillor.

**It was Proposed by Councillor Jude Coggins and Seconded by Councillor Sue Gettings and resolved to approve financial reports to Council For 9, Against 0, Abstained 0**

F.07/06 Footpath & Environment Budget 2020/21 at £3,000

**It was Proposed by Councillor John Brendon and Seconded by Councillor Jude Coggins and resolved to approve a footpath and environment budget 2020/21 at £3,000 For 4, Against 3, Abstained 2**

F.08/06 Earmarked Reserves retained and reallocation General Fund;

Council reviewed Finance Committee Recommendations regarding earmarked reserves. It was agreed to retain Earmarked Reserves for:

- Youth facilities (MUGA) £10,945 (of which £10,000 relates to MUGA to be approved by SCC if spent on other project/s) and £500 relates to the Youth Shelter specifically donated by the Lye family;
- Youth General £857.51 (remaining from Youth Council);
- Playing field £1,200; and
- Community Benefit Fund (solar farm) £31,148 but the Council need to plan how this fund will be used.

Any other Earmarked Reserves to be reallocated as General Reserve to bring that to between £5,000 - £10,000. The £3,000 Earmarked Reserve for the finger posts to be released to cover their recent restoration costs.

**It was Proposed by Councillor Jude Coggins and Seconded by Councillor John Brendon and resolved to approve retention of Earmarked Reserves and reallocation of General Fund.**

**For 7, Against 0, Abstained 2**

F.09/06 Grants 2020/21; and

**It was resolved to defer the £2,258 Grant request to the Church until the full costs (and hence Parish Council contribution) was described for floodlighting; churchyard grounds maintenance; and the Camel magazine.**

**For 7, Against 0, Abstained 2**

**It was resolved to defer the £4,910 Grant request to the Playing Field Committee (PFC) until information requested has been provided.**

**For 8, Against 0, Abstained 1**

**It was Proposed by Councillor Jude Coggins and Seconded by Councillor Kathy Grainger and resolved to ward the £200 Grant request to the Memorial Hall.**

**For 8, Against 0, Abstained 1**

It was noted that Grant funding of the Sparkford Copse Trust project £150 and Guides £250 were not needed.

F.11/06 Appointment of PATA payroll services.

**It was Proposed by Councillor Jude Coggins and Seconded by Councillor Michael Baker and resolved to appoint PATA for payroll services.**

**For 9, Against 0, Abstained 0**

#### **08/07 Planning Committee and Finance & Risk Committee Terms of Reference**

**It was Proposed by Councillor Simon Thornewill and Seconded by Councillor Jude Coggins that the Council dis-establish the Planning Committee and instead therefore Planning decisions are made at Council.**

**For 9, Against 0, Abstained 0**

**It was Proposed by Councillor Dan Hewlett and Seconded by Councillor Brian Norman that the Council agree the Finance & Risk Committee Terms of Reference (as revised by 07/07 b above).**

**For 9, Against 0, Abstained 0**

#### **09/07 Bindwell Lane solar farm community benefit financial contribution**

Councillor Brian Hewlett declared a disclosable pecuniary interest (land rental) and did not take part in the discussion or vote.

The Clerk described the current market and subsidies being different from when the previous solar farm community benefit financial contribution was agreed.

**It was Proposed by Councillor Michael Baker and Seconded by Councillor Jude Coggins that the Council agree to delegated authority to the Parish Clerk to conclude the Deed after seeking an increased offer, in consultation with the Chairman and Vice Chairman.**

**For 8, Against 0, Abstained 0**

**10/07 Transfer of Land from SCC at Playing Field**

Council received an update on contact with SCC Officers to try to regularise the land ownership. Councillors highlighted that the Parish Council had not leased SCC owned land to the PFC.

**11/07 Playing Field Committee**

Council was advised (24 April 2020) that the Committee AGM is scheduled for 24 September 2020 at which time documents will be provided; noting that accounts can be provided earlier. Council asked if there is anything that it can do to help.

**12/07 Somerset Local Government Reorganisation (LGR)**

**It was Proposed by Councillor Sue Gettings and Seconded by Councillor Michael Baker that the Council agree to respond to the consultation stating support of the 7 principles described in the SALC report.**

**For 9, Against 0, Abstained 0**

**13/07 Planning Applications**

There were no Planning Applications received for consultation comments to SSDC.

**14/07 Notification of Planning Application**

A schedule of Notification of Planning Applications (July 2020) was provided to Council for noting.

**15/07 Previous Planning Applications**

A schedule of Previous Decided Planning Applications (July 2020) was provided to Council for noting.

**16/07 Correspondence (not included elsewhere in the Agenda)**

a) Email: Traffic speed at Blackwell Road  
Council noted that the SoS decision on the Development Consent Order (DCO) is due 17 July 2020.

b) Email: weekly update reports from SSDC and SCC  
Noted

c) Newsletter from Highways England: A303 Sparkford to Ilchester:  
<https://highwaysengland.co.uk/projects/a303-sparkford-to-ilchester/>

Noted

**17/07 To Authorise Accounts for Payment (June 2020)**

**It was resolved that the following Accounts for Payment be authorised:**

**For 9, Against 0, Abstained 0**

Dorset Planning (NP Examiner's report)      £819 +VAT

Council noted that these costs associated with the NP will be reimbursed by SSDC.

**18/07 Exclusion of Press and Public**

**It was Proposed by Councillor Simon Thornewill and Seconded by Councillor Kathy Grainger that the Council resolve to enter confidential session and thereby exclude Press and Public from the meeting owing to the commercially sensitive nature of the business to be discussed.**

**For 9, Against 0, Abstained 0**

**19/07 Draft S106 Agreement: Land off West Camel Road (Planning Application 19/01830/OUT)**

Council considered the draft S106 Agreement for development of land West Camel Road including proposed land transfer to the Parish Council.

**It was Proposed by Councillor Jude Coggins and Seconded by Councillor Dan Hewlett that the Council resolve to establish a Councillors' Working Group to make recommendations to Council.**

**For 8, Against 0, Abstained 1**

**Date of next meeting –** The next Parish Council will be held **on Monday 14<sup>th</sup> September 2020**. All items to be considered for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 4<sup>st</sup> September 2020**.

Signed.....

Date .....

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