

**QUEEN CAMEL PARISH COUNCIL**

Clerk: Elaine Owen, Innes House, Kingsdon, Somerton, Somerset, TA11 7LL

Tel: 07726 245 101

e-mail: clerk@queencamelpc.org.uk website: www.queencamelpc.org.uk**Minutes of the Parish Council Meeting held on
Monday 18 July 2022 at 7:30pm****Public Question Time**

Immediately prior to the meeting members of the public were provided with the opportunity to speak. Five members of the public were in attendance. A member of the public asked if the amounts held in reserves could be published in the Camels magazine.

Present: Councillors: Mike Baker, John Brendon, Angus Davidson, Sue Gettings (Chairperson), Dan Hewlett, Phil Jones, Bryan Norman

Also Present: Parish Clerk and RFO, Elaine Owen, County and District Councillors Mike Lewis and Henry Hobhouse

07/01 It was RESOLVED to accept apologies for absence from Cllr Beveridge (urgent family responsibilities) and Cllr Brian Hewlett (holiday)

07/02 To RECEIVE Declarations of Interests Cllr Jones and Davidson for playing field Charity

07/03 To RECEIVE County and District Councillor reports

- Cllr Henry Hobhouse has talked to Village Hall committee about batteries and solar panels which may be a combined solution. An offer of further help was offered to work out the benefit for village hall.
- A councillor asked about the ancient tree that was under threat due to the A303 works and which is within Queen Camel parish. The position was unclear
- No mow May seems to have continued into July, the issue has been reported.
- QCPC had offered to help support the District Council with achieving results in relation to the dog fouling issue, but received no reply.

07/04 It was RESOLVED to approve the minutes of the Parish Council Meeting held on 20th June 2022.
https://queencamelpc.org.uk/wp-content/uploads/2022/07/2022-07-22_signed-minutes-June.pdf
5 For, 1 Against and 1 Abstain

07/05 Policy Adoption: It was RESOLVED to adopt the General Privacy Notice
6 For, 0 Against, 1 Abstain

07/06 Clerk's Report (circulated with copies available at the meeting) This details actions taken by the clerk in respect of previous minutes, and minor updates. There were no questions.

07/07 Number of Council meetings per year

The internal auditor has highlighted that QCPC had 'significantly more meetings than would be expected for a council of its size and that to make best use of officer time the PC should consider reducing meetings to 6-8 per year' (average for similar sized councils).

It was RESOLVED to hold council meetings and Finance Committee Meetings as follows.

All dates are on Monday at 7.30pm

Date	Meeting type	Focus
19th September	Parish Council meeting	
3 rd October	Playing Field Management Committee	
24 th October	Finance and Risk Committee meeting	budget
21 st November	Parish Council meeting	budget discussion / approval

2 nd January 2023	Playing Field Management Committee	
16 th January	Parish Council Meeting	last opportunity budget approval
20 th February	Parish Council Meeting	
20 th March	Parish Council Meeting	
3 rd April	Playing Field Management Committee	
17 th April	Finance and Risk Committee meeting	AGAR
15 th May	Annual PC meeting and PC meeting	
19 th May	Annual Village Meeting	
19 th June	Parish Council Meeting	Sign AGAR
3 rd July	Playing Field Management Committee	
17 th July	Parish Council Meeting	Neighbourhood Plan

07/08 Planning

Sparkford parish council have objected to the following application for 8 commercial buildings and have drawn it to QCPC attention. <https://publicaccess.southsomerset.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=RCG0D8OWMY200>

It was RESOLVED to object on the same basis as previous objections to commercial buildings in Sparkford. 4 For, 3 Abstain, 0 Against

Cllr Brendon to draft response for clerk to input to SSDC portal.

07/09 To RESOLVE requirement for storage of village assets.

Deferred because information is still being gathered.

07/10 Playing Field

a) Playing Field Management Committee Report.

- Cllr Norman will contact Highways about the condition of Green Lane.
- Cllr Dan Hewlett may be able to assist with tree pollarding.
- The tractor longevity is being assessed.
- Cllrs have provided comments on the football club terms and conditions for consideration by the PFMC.
- Thanks were given to clerk for work on Playing Field page and booking form on the website.

b) To DISCUSS progress on Play Area Replacement

- Land under SCC ownership. Henry Hobhouse will review the documentation.
- A petition, signed by people from the community, is being drawn up in support of the transfer of the SCC land to the PC. The completed Petition, along with a supporting letter, will be handed in to the Chairman of the SCC.
- The inspection reports show that the play equipment is safe but requires replacement. A work schedule is in place for what can be repaired.
- A discussion document has been provided to look at where new play equipment can be sited if SCC land cannot be used.
- The Lottery application result is expected in 9-10 weeks.
- A £300 a cheque has been received from ASDA.
- A private donation of £120 has also been received. A letter of thanks will be written.
- The Village Fayre being held on 29 August will boost the funds raised.

c) Correspondence from Charity Commission

The Clerk reported a phone call from the Charity Commission. They are adamant that they need to see the original conveyance, or other proof that the land was not subject to a charity in 1955. The onus is on QCPC to prove that one did not exist because the Charity Commission take the view that public fundraising for the



original purchase of the land seems to imply that one might have. The clerk will investigate further and may need to request papers from the County archive.

07/11 Monitoring and updating the Neighbourhood Plan (NP)

a) To RECEIVE the outcome of an online meeting with SSDC and to RESOLVE when full revision of the NP should take place.

A meeting was held online with Jo Wilkins of SSDC who provided advice on options. It was agreed that Cllr Brendon should talk again to Jo Witherden (Planning consultant) on her return from holiday and to report feedback to the September meeting.

Terms of Reference for a Working group will be resolved at the parish council meeting in September. Cllr Brendon will draft for circulation.

b) To RECEIVE the Annual Monitor if available by date of meeting

It was RESOLVED to accept the Annual Monitor in principle, with Cllrs comments to be provided within a week.

The Annual Monitor will then be published on the Neighbourhood Plan page of the website.

07/12 Highways and Traffic

a) General issues

- The sink hole by bridge has been repaired. A new pipe has replaced the collapsed culvert.
- There is a requirement for double yellow lines outside the old vicarage gates. Cllr Lewis to follow up the requirement as this links to another similar issue he is already in discussion with Highways about.
- Other matters reported to SCC are still outstanding.

b) Speed Indicator Devices

Chairman will pass over the information from different companies and the clerk will create a table showing the features required. For instance, solar powered and with 4 mounting brackets, with the possibility of data collection. Councillors can then agree the specification for clerk to obtain 3 quotes.

07/13 Environment and footpaths:

a) Report from Cllr Gettings

- Cllr Getting has been reviewing footpaths. A group of volunteers will walk the routes and clear stiles and gates.
- The collapsing wall at the entrance to England's Lane has been inspected by Building Control. Further work will be ongoing in co-operation with the owner.
- Weed killer has been applied to footpaths and a loose kerbstone has been attended to along the High Street.

b) Upgrade of footpath WN/23/15 to a Bridleway.

The Clerk had provided a draft letter in response to the letter from SCC dated 14th June 2022. The letter referred to a section of footpath alongside Ridge Copse. This section had already been included in a previous letter last year and the parish council has no more evidence to provide. The draft letter reiterated the points made in the previously

It was RESOLVED to send the letter as drafted.

07/14 Banking

a) New Unity Trust Savings Account

An application has been made to open an account now that interest is being paid on savings accounts. The auditor had advised that there is no need to open an account with another bank.

It was RESOLVED that earmarked reserves and Community Benefit Fund money should be held in the new account

b) To provide the PMFC Chair with a debit card

Running the playing field requires numerous transactions and Councillors should not have to pay for these upfront. A debit card also makes tracking and accounting for expenditure easier.

It was RESOLVED to approve that the PMFC chair should have a debit card

07/15 To RECEIVE reports from RFO - circulated

a) All payments due have been previously authorised

b) It was RESOLVED that the Bank Reconciliation agreed and may be signed for end of Quarter 1 (30th June 2022) by the Chair of the Finance and Risk Committee

c) Detailed financial reports for Quarter 1 were provided to include Payments, Receipts, a spreadsheet showing expenditure against budget for the quarter and the reserves statement showing movements in June. The latter item will be uploaded to the website.

d) A list of payments since last council meeting on 20th June 2022 was tabled. This will be uploaded to the website.

A summary of key financial information as at 30st June 2022 is below:

The PC has agreed to publish a summary of financial information in the Camels Magazine for those people who cannot access the PC website.

Bank balance	£98,324
Community Benefit Fund	£32,002
Balance of funds ring-fenced from precept for grants	£1,100
Earmarked for Youth	£857
Remaining <i>Opening Up Safely</i> Grant	£3,238
Balance of ring-fenced fund for playing field running costs this year	£4,882
Earmarked capital fund for the playing field	£6,880
Earmarked for new play area (Includes £10,945 for MUGA)	£27,819
Earmarked reserve playing field – previous years	£1,200
Earmarked for legal fees	£1,000
Balance in General Reserve	£9169
Available for budgeted spending	£8,827

Elaine Owen
Parish Clerk

Date of next meeting: 19th September 2022 at 7.30pm, Marples Room, Memorial Hall, Queen Camel
Dates of all meetings are available at <https://queencamelpc.org.uk/meetings/>

Signed  (Chairman)

Date..... 17/10/22