



## Queen Camel Parish Council

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

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### Minutes of the Parish Council Meeting held on Monday 21st March 2022 at 7:30pm

#### Public Question Time

Immediately prior to the meeting members of the public were provided with the opportunity to speak. There were 3 members of the public in attendance. One Member of the public expressed dissatisfaction at the % increase in parish council tax.

**Present:** Councillors: Mike Baker, John Brendon, Brian Hewlett, Dan Hewlett, Sue Gettings (Chairperson), Kathy Grainger, Phil Jones, Rachael Malton

**Also Present:** Parish Clerk and RFO, Elaine Owen, County and District Councillor Mike Lewis joined at 19.45 pm.

#### 03/01 Apologies for Absence

The following apologies were received: Bryan Norman due to being unwell.

#### 03/02 Declarations of Interests

Cllr Gettings, Jones, Baker and Grainger for playing field charity matters.

#### 03/03 To RECEIVE County and District Councillor reports

County Councillor Mike Lewis reported the County Council Reserves of £22m are well within the recommended government limits and that the budget for next year is a balanced budget and will not change that position.

District Councillor Mike Lewis reported that he had raised questions about the expense of the SSDC Octagon Theatre refurbishment at £13m.

#### 03/04 Minutes of the previous meeting to be confirmed as correct

02/11 e 'Hill View Lane' to read 'Hill View', 02/12 to read 'earmarked Community Benefit Fund' and location of litter bin added at 02/14 c

**It was RESOLVED to approve the minutes of the parish council meeting held on 21<sup>st</sup> February 2022 as an accurate record of the meeting with the minor corrections.**

<https://queencamelpc.org.uk/wp-content/uploads/2022/03/2022-03-21-SIGNED-PCminutes-Feb.pdf>

#### 03/05 Correspondence

a) Dementia Friends sessions were noted and Councillors requested to publicise.

b) The Rights of Way officer had requested that footpath WN 23/21 be discussed.

- It was noted that there is no public right of way through the allotments and the adjoining field and that the footbridge will be moved to its correct position.
- Also the dog mess noted was discussed. It was agreed that this is a problem in the parish generally. [Afternote: A poster campaign is now in progress]

#### 03/06 Election

Clerk reminded Councillors about the pre-election period rules and provided the election form.

#### 03/07 Policies and Procedures review

<https://queencamelpc.org.uk/policies-procedures-publications/>

The new web page was noted and that three policies still require updating.

#### 03/08 Planning (Background paper)

**a) Planning Applications requiring QCPC consultation**

[The proposed change of use of land from agricultural to equestrian and the formation of horse gallop and training loop.](#)

Land At South Barrow Road Babcary Somerton Somerset Ref. No: 22/00393/FUL | Received: Fri 11 Feb 2022 | Validated: Mon 28 Feb 2022 | Status: Awaiting decision

**It was RESOLVED that the parish council has no objections**

**b) Other planning matters**

The list of Planning decisions, planning applications not requiring QCPC consultation, and applications still awaiting decision was reviewed.

**03/09 The Old Surgery**

Cllr Gettings emailed SSDC enforcement officer on 1<sup>st</sup> March to request a face to face meeting and is awaiting a response. It was suggested that this matter be escalated.

**03/10 Neighbourhood Plan** Surveys previously agreed will have to wait until after pre-election period.

**03/11 Highways**

**a) Queen Camel Traffic Regulation Order (TRO)** Cllr Malton has drafted a questionnaire for review by Councillors. The questionnaire cannot now be sent out until after the election.

**b) Highways: including**

- Roadside drainage works have been completed.
- SSDC has agreed for a 'No Through' signage Grace Martin's Lane to be erected.
- Further works are programmed for the sink hole by bridge.
- Cllr Gettings has written to request costs and feasibility for a pedestrian crossing in the High Street.
- A loose kerbstone in the High Street, by the pinch point, has been reported.
- Letters requesting residents' cooperation with parking on Hill View are about to be sent out and the matter has been raised with traffic management.
- Road Closed signs have been removed or stolen. Parish Council insurance does not cover these as they are not either fixtures, or sited on PC owned property. Should the signs not turn up another sign can be moved.

**03/12 Speedwatch / Speed Indicator Devices (SIDs)**

Cllr Gettings reported that a third quote still awaited.

**03/13 Noticeboards**

A volunteer has come forward with an offer to undertake maintenance on the noticeboard.

**03/14 Environment and footpaths**

Cllr Malton provided the following updates:

- A Community Environment Group is being set up and the first meeting will take place on 22<sup>nd</sup> March, between 6-7pm in the Village Hall
- Logged footpaths maintenance issues have been chased up, three are listed for work but no specific dates can be given.
- New litter pickers and hoops have been received. The next litter pick is on the 30<sup>th</sup> April. 10-12 people are regularly tuning up to help.
- The application to SSDC for their Wildflower Giveaway of wildflower seed was successful and further details have been received about how to survey the sites. Sowing is expected in Autumn 2022.

- Chris Sperring from the Owl and Hawk Trust will be giving a talk in the Village Hall on 29<sup>th</sup> March from 6-7pm in the Village Hall.

**03/15 Flood Committee**

Cllr D Hewlett had followed up previous concerns about tree works causing a potential problem and reported that remedial work is in hand.

**03/16 SCC Land at Queen Camel Playing Field**

The level of Public liability for users of the play equipment sited on SCC land will be checked.

**03/17 Neighbourhood Watch**

The meeting with Community Support Officer had to be cancelled due to Cllr Jones being unavailable.

**03/18 Queen Camel Playing Field Management Committee**

Minutes of meeting are at <https://queencamelpc.org.uk/wp-content/uploads/2022/03/2022-03-22-Draft-minutes-PMFC-EO.pdf>

As there is no football club there will be no Committee Member representative for football from May.

Wessex Water have calculated that a small amount (under £5) is still owed by the Playing Field Committee and propose to carry that forward to the Playing Field Management Committee bill.

**It was RESOLVED that the Parish Council should accept the remaining liability onto their next Wessex Water Bill**

Clerk reported that SSDC have approved 100% rates relief on the Playing Field.

**03/19 Queen Camel Play Area Fundraising Group**

An update was included in the minutes of the PFMC at 03/18 above. This group is only concerned with fundraising for the play area. A recent Soup lunch raised just over £600. A Vintage and Makers Fair on 2<sup>nd</sup> May is the next event.

**It was resolved to approve for the Vintage and Makers Fair to take place on the Playing Field**

**It was resolved to set up a Playing Field Development sub-committee from May.**

**03/20 Communications**

a) A new website page for Playing Field is still outstanding

b) Cllr Malton gave an update about the Annual Village Meeting on 20<sup>th</sup> May 2022. This will be a similar format to the previous event. Invitations to speakers have been sent.

**03/21 The Queen's Platinum Jubilee June 2022**

Cllr Getting supplied an update about the programme for the Jubilee weekend.

**It was resolved to approve that activities in support of the Jubilee celebrations may take place on the Playing Field**

**03/22 Solar Farms**

The DEED OF AMENDMENT for the Sutton Montis Road solar farm has still not been received. The clerk sent a reminder on 11<sup>th</sup> March.

**03/23 Community Benefit Fund (CBF) Panel**

a) To RECEIVE an update on applications in progress. A meeting has been brought forward from May to April to review applications received and due to be submitted. Papers will be circulated to the Panel once supporting documents (requested) have been received and clerk has completed the initial checks.

b) Cllr Getting provided an update about the Community Lounge project which is beginning to gain momentum and is successfully improving social opportunities for the user community.

### 03/24 Financial Reports and Accounts for Payment

a) Cllr Brendon Chair of Finance and Risk Committee has obtained forms from NatWest for changing signatories on the dormant account. This account has only pennies in it at present.

b) It was NOTED that the following payments already authorised have been made

|    | Item                                   | Date Paid  | VAT | Amount | Minute number        |
|----|--|------------|-----|--------|----------------------|
| 1  | Clerk Salary February                  | 1/3/2022   | no  | 391.87 | F12/11               |
| 2  | HMRC Paye February                     | 1/3/2022   | no  | £97.80 | F12/11               |
| 3. | Clerk Home office allowance February   | 1/3/2022   | no  | £33.50 | F12/11               |
| 4  | Multipay set up fee (Bank)             | 16/02/2022 | no  | £50.00 | 2021/10/29c          |
| 5  | Printing for Welcome Booklet           | 1/3/2022   | no  | £200   | 02/20                |
| 6  | Printing of covers for Welcome Booklet | 21/3/2022  | yes | £21.99 | 02/20                |
| 7  | Direct Debit Multipay card fee         | 14/3/2022  | no  | £6.00  | Standing Bank Charge |

c) It was RESOLVED to AUTHORISE the following payments which are not in the budget

|    | Item   | VAT | Amount          |
|----|--|-----|-----------------|
| 1  | Clerk Overtime 16.15 hours (includes PAYE)                               | no  | £183 (est)      |
| 2  | Playground inspection SSDC   | yes | £127.20         |
| 3. | Clerk pay national payscale award 1.75% increase backdated to April 2021 | no  | £100 (estimate) |

d) It was NOTED that the following payments have been made via delegated authority to Chair of Finance and Risk Committee

|   | Item                        | Date Paid | VAT | Amount  | Date of email |
|---|-----------------------------|-----------|-----|---------|---------------|
| 1 | Stationery                  | 1/3/2022  | yes | £43.49  | 18/2/2022     |
| 2 | Stationery                  | 1/3/2022  | yes | £39.36  | 3/2/2022      |
| 3 | For repair of Telephone Box | 1/3/2022  | yes | £33.40  | 28/2/2022     |
| 4 | Clerk Membership of SLCC    | 21/3/2022 | no  | £120.00 | 3/3/2022      |

e) It was NOTED that the following payments have were made via delegated authority to Cllr Gettings from the Opening up Safely Grant

|   | Item       | Date Paid | VAT | Amount  | Date of email |
|---|------------|-----------|-----|---------|---------------|
| 1 | Printing   | 1/3/2022  | no  | £3.00   | 18/2/2022     |
| 2 | Wheelchair | 1/3/2022  | no  | £128.30 | 18/2/2022     |

f) To NOTE the following payments were made via delegated authority to Cllr Jones from the Playing Field Management Fund

|   | Item                     | Date Paid | VAT | Amount  | Date of email |
|---|--------------------------|-----------|-----|---------|---------------|
| 1 | Fire Extinguishers       | 1/3/2022  | yes | £190.20 | 5/3/2022      |
| 2 | Fire Extinguishers pt. 2 | 21/3/2022 | yes | £190.20 | 5/3/2022      |

g) It was NOTED that the following monies have been received

|    | Item   | Date Banked | Amount   |
|----|--|-------------|----------|
| 1  | Playing Field Committee for Field Management     | 01/02/2022  | £2200.00 |
| 2  | Playing Field Committee ring-fenced play equip   | 01/02/2022  | £5188.16 |
| 3. | Aberconwyn solar Farm                            | 07/02/2022  | £6658.00 |
| 4  | Village Café ring-fenced play equipment donation | 23/02/2022  | £300.00  |

**Dates of next meetings:**

Meetings start at 7.30pm and are held in the Memorial Hall.

| Public Meeting                     | Date                   | Day       | Room      | Last date for Agenda items                |
|------------------------------------|------------------------|-----------|-----------|---|
| Community Benefit Fund Panel       | 19 <sup>th</sup> April | Tuesday   | Marples   |   |
| Parish Council Meeting             | 21 <sup>st</sup> April | Thursday  | Main Hall | 15 <sup>th</sup> April (to Cllr Gettings) |
| Playing Field Management Committee | 25 <sup>th</sup> April | Monday    | Marples   | 19 <sup>th</sup> April                    |
| Finance and Risk Committee         | 4 <sup>th</sup> May    | Wednesday | Marples   | 25 <sup>th</sup> April                    |
| Parish Council Meeting             | 16 <sup>th</sup> May   | Monday    | Marples   | 4 <sup>th</sup> May                       |
| Annual Village Meeting             | 20 <sup>th</sup> May   | Friday    | Main Hall |   |

Elaine Owen  
Parish Clerk

Signed  (Chairman)

Date.....21/04/22.....