



## QUEEN CAMEL PARISH COUNCIL

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### **Minutes of the Full Parish Council Meeting held in the Marples Room at the Memorial Hall on Monday 9<sup>th</sup> March at 7.30pm**

#### **Public Question Time**

Three people from the public were in attendance

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

**Also Present:** County and District Councillor Mike Lewis

**01/03 Apologies for absence:** Councillor Dan Hewlett (confirmed engagement elsewhere) Simon Thornewill and Michael Baker (annual leave) and Emma Curtis (accident).

**It was resolved to approve the reasons for absence as reported**

**For 6, against 0, abstain 0**

**02/03 Declaration of interest:** Received from Councillor Gettings, agenda item 07/03(a) member of Playing Field Committee and agenda item 10/03 (g) member of the Memorial Hall Trustees

**03/03 To approve as a correct record the minutes of the previous meeting held on Monday 10 February 2020:** Following minor amendments to the spelling of: Bowling Green, Gason Lane and Henshall Brook. It was resolved to approve the minutes.

**For 6, against 0, abstain 0**

To approve as a correct record the minutes of the Extraordinary meeting held on Friday 21 February 2020. Minutes approved

**For 6, against 0, abstain 0**

**04/03 To receive any police matters:** PCSO Thelma Mead not present; Councillor Coggins had nothing to report; Councillor Grainger reported that the fly tipping at the top of Gason Lane was continuing and that it had been reported to SSDC. Councillor Hewlett reported that the amount was around 40 tons. A large tree has now been dumped there. Councillor Grainger also reported that dogs had attacked sheep but the owner did not want it reported to avoid repercussions.

**05/03 To receive County and District Councillor reports:** Councillor Lewis reported that the Council Tax was likely to increase by 5% to include Somerset Rivers Authority. David Warburton was lobbying SCC to pay for this increase. He also reported that SCC will plant an indigenous tree for every child born from 1 April 2020. No further news on a planned Unitary Authority. Both parties i.e. SSDC and SCC still battling it out. SCC has written to the Secretary of state in favour for unitisation.

#### **06/03 Planning:**

**a) To consider any planning applications – None**

**b) To note any planning decisions:** All three were noted as decided and approved. However, the type of resurfacing and surface materials to be used by property developers within the Parish should, in the future, be of a porous type to assist water penetration and to prevent flooding of surfaces. It was agreed that the Clerk should write to the Planning Department SSDC to note our concerns and suggestions.

### **07/03 Council Matters:**

**(a) To receive any update on the Playing Field Management Committee and consider information received from SCC regarding the transfer of land:** Councillor Gettings reported that the working party was progressing a Development Plan for the Playing Fields and that two playground companies had been approached for visits and quotes. A reply had been received from Charlie Field, Strategic Manager - Estates, Corporate Property concerning the ownership of Green Lane. It stated that SCC had no "knowledge of ownership." Councillor Lewis has written to the Clerk and the Chair suggesting that Land Registry might be able to help and that the Parish Council applies for "Permissive Rights." It was proposed and agreed that the PC Clerk should investigate the matter further with Land Registry and agreed that, if necessary, the registration fee be paid. For 6, against 0, abstain 0

The council felt that the matter concerning the transfer of ownership from SCC to QC PC of the play area and small strip of playing field land, which was used by the school, should be pursued. It was proposed and approved that Councillors Brendon and Coggins would sort this.

**For 6, against 0, abstain 0**

**(b) To receive footpath and environment up-date:** Councillor Grainger reported that Henshall Brook had a floating sleeper which she and a working party had removed successfully. SSDC had agreed they would put sandbags to replace the sleepers, to sure up the bank. She will also request that the dog bin on the corner of Camel Road with the A359 be removed and to be re-sited at the gate adjoining the pathway leading from the Health Centre to the Playing Fields. There have been complaints about dog bags being thrown into the small ditch alongside the pathway. Re-siting the bin may prevent this. Councillor Grainger is seeking permission from SSDC to site a dog bin at the cross roads between the Wales and Kennels Roads. She will report any costs to the next meeting.

Councillor Grainger also went on to report that at the top of Gason Lane, on the verge, an opening in the ground has appeared without its cover. Inside there is a pipe leading into something which looks like a pump. It could be a dangerous trip hazard. The garage and restaurant know nothing about it. Councillor Hewlett reported that it might be the old whey collection point and said that he would investigate and report back ASAP.

The trees from the Great Parish Council Give Away have all found homes and been collected.

Councillor Grainger reported that she now has to take photos of their placings to forward to the Environment Dept at SSDC.

Councillor Grainger reported that Highways had done nothing about the instalment of two dropped kerbs required in the village – one at the bottom of Hill View pavement and the other on the corner at the entrance to Church Path. Councillor Lewis suggested that the Small Improvement Scheme, which has been extended until April, might be a possibility – Councillor Grainger to chase.

To consider the Parish Ranger Scheme (j) Councillor Grainger reported that a meeting had taken place with Councillor Gettings and the Parish Clerk to look at Ranger scheme possibilities. The councillors agreed that there should be a cap of perhaps 2 hours per week. A list to be drawn up for the next meeting. The council agreed that we would trial the Rangers scheme on a 3 month period, Cllr Grainger said that this should be funded through the requested FP/Environment budget, should the budget be agreed by the council.

**(d) To receive an up-date on Cleveside House and consider e-mail received:** The Council agreed that this item should be deferred until the next meeting on 20 April when the full Council would be in place to fully discuss the matter.

**(e) To receive an up-date on the preparations for the 75th VE Day Commemorations and confirm purchase of memorial poppies:** Councillor Gettings confirmed that 30 more poppies had been purchased from the QC VE Day funds. The preparations for the weekend of events were progressing well with lots of people from the community willing to help.

**(f) To receive any up-date on A303 developments:** Councillor Norman reported that there was no further information received.

**(g) To consider format for the Annual Village Meeting:** All Councillors present reported that they had received an information sheet from Councillor Norman who has volunteered to coordinate this year's AVM. The meeting is confirmed as taking place on 22 May. It was agreed that a Working Party meeting should take place to further progress the occasion at Fern Cottage on Wednesday 25 March at 7.00pm. Councillor Norman has volunteered to oversee the list of invites. It is hoped that David Warburton would be free to attend, along with Councillor Mike Lewis. It was agreed to keep the speeches to a minimum and that it would be more of a social event with the Councillors mingling. It was agreed that

Simon would provide the welcome and that the various organisations and clubs could have stalls or tables for the attendees to visit. It was agreed that the AVM would be advertised in the May edition of the Camels magazine (advert to be placed by 20 April). Councillor Gettings to book Memorial Hall. Budget agreed at £300.

**(h) To review and readopt Parish Council Risk Management document:** It was agreed to refer this item to the Finance Committee who are meeting on 31 March.

**For 6, against 0, abstain 0**

**(i) To adopt the Queen Camel Parish Council Website Accessibility Statement:** This was approved

**For 6, against 0, abstain 0**

**(k) To receive an update from the “Keeping up Appearances” working party and to consider date for litter pick:** Councillor Gettings reported that there is to be a litter pick in the village coordinated by Jenny Phillips on 21 March. All helpers to meet at the Memorial Hall at 10.00am; black bags and litter pick sticks will be provided. Councillor Gettings reported that the clean-up in Green Lane had been completed, the fences at number 1 England’s Mead replaced by Yarlinton and that the next project to tackle would be the pathway adjoining the Health Centre.

**(l) To consider items for the Parish Magazine article:** Councillor Brendon volunteered to write a summary of PC items discussed for the April edition of the Camels magazine (to be forwarded by 20 March). It was reported that there appears to be a revised Village Website up and running. Councillors to report back on name of person responsible for any future contact.

**08/03 To receive any update on the Neighbourhood Plan:** Councillor Gettings reported that the Plan was available for public consultation until 12 March in the Marples Room of the Memorial Hall, It would then be removed to the SSDC for scrutiny by a member of the Inspectorate. The Parish Council would be responsible for any amendments or further inclusion. When successful inspection occurs then there would be a village Referendum for adoption.

**09/03 Finance:**

**(a) Councillor Brendon reported that the finance reconciliation looks fine. A need to switch to a current account rather than a deposit account. Further information to be deferred to the Finance Committee to sort and deal with on 31st March and to report back to main Committee at next meeting on 20 April.**

Decision proposed and approved

**For 6, against 0 abstain 0.**

**(b) To receive an update on Grant Applications for the 2020/21 financial year:** It was agreed to defer this agenda item to the Finance Committee meeting on 31 March, to report back to the main Committee on 20 April. Proposed and approved.

**For 6, against 0, abstain 0**

**c) To note income of £3,775.85 from SSDC for Neighbourhood Plan fees:** This was noted by all Councillors present.

**d) To approve the following payments:**

Supplier/Contractor	Narrative	Amount
Staff	February Salary	£375.70
HMRC	PAYE & NI	£17.00
Staff	February Expenses & Mileage	£57.80
VE Day	Donation	£500.00
Mrs Jude Coggins	Reimbursement for key cutting	£13.00

Proposed, seconded and approved.

**For 6, against 0, abstained 0**

**10/03 Correspondence:**

**(a) To consider email from SALC regarding “Understanding Internal Audit Trail” course on 01/04/20:** No members volunteered to attend this course

**(b) To consider emails from SSDC regarding HELLA:** An opportunity has arisen for land owners in the parish to submit to SSDC a site submission form to identify additional sites for housing or employment to meet the district’s future requirements and to inform the five-year supply of deliverable housing land. It was agreed that no action was required by the Parish Council. Land owners could obtain a submission form from Local Plan Review, SSDC.

**(c) To note email from Hastoe Group regarding a shared ownership property for sale:** Noted

- (d) To note email from St Margaret's Hospice regarding Fundraising Volunteer Update: Noted
- (e) To note email correspondence regarding Green Lane – Leland Trail: noted and work completed by Yarlinton
- (f) To note email from SCC regarding works at Wales Lane: Noted. Councillor Gettings reported that grass seed had been sown by Instalcam at the triangle at the junction of the Wales and Camel Roads. Councillor Hewlett reported that Instalcam had made an attempt to tidy up the roadway. However, the wet weather was having an impact.
- (g) To consider email from the Memorial Hall regarding website and WIFI: The Councillors had no objection to the Memorial Hall's request for a link to the Parish Council website. However, it was decided that the Memorial Hall should complete a Grant Application if the Council is to consider their request for WIFI costs. Clerk to notify Hall Secretary of outcome
- (h) To note email from Queen Camel Cricket Club for Vice Presidents: Noted
- (i) To consider email regarding Sutton Montis Road: Councillor Grainger reported that the flooding is often caused by the drain being blocked and that the narrowing of the Brook is caused by overhanging trees and shrubbery. Councillor Gettings has agreed to write to Highways (John Nicholson) as she is dealing with the blocked drain at the entrance to the Church. Clerk to respond to the email accordingly.
- (j) To note email from NALC regarding Toilet Tax: Noted. Councillor Gettings reported that she had completed and returned the survey on behalf of the Parish Council.
- (k) To note email regarding the VE Day Commemoration from SALC: Noted. Councillor Gettings reported that the items for sale were far too expensive.
- (l) Councillor Gettings read a Coronavirus information email received from District Councillor Clare Paul, Public Health and Well Being and Climate Change. This was noted by all Councillors present

**11/03 Date of next meeting** – The next Parish Council meeting will be held on Monday 20 April at 7.30pm. All items for inclusion on the Agenda must be received by the Clerk by 9.00am on Friday 10 April

Signed \_\_\_\_\_

*R. Gettings*

Date \_\_\_\_\_

*16/03/20*