

Clerk: Stephen Hill, 5 Woodpecker Meadow, Gillingham, Dorset, SP8 4GB  
Tel: 07949 150 888  
e-mail: [clerk@queencamelpc.org.uk](mailto:clerk@queencamelpc.org.uk)  
website: [www.queencamelpc.org.uk](http://www.queencamelpc.org.uk)

**Minutes of the Full Parish Council Meeting held via Zoom Conference Call  
Facilities on Monday 14<sup>th</sup> September 2020 at 7:30pm**

**Public Question Time**

There were 12 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). 1no. member of public spoke about:

- the Application for Parish Council Grant to St Barnabas Church (see item 07/09).

**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 12 members of the public joined the meeting.

**01/09 Apologies for absence:** No apologies were received; all Councillors were present.

**02/09 Declarations of interest:** Councillor Gettings declared a personal interest regarding her role with the Playing Field Committee (PFC) and specifically items 07/09, 10/09 and 11/09. Councillor Norman stated that he has made a personal submission to the SoS re 08/09.

**03/09 To approve as a correct record the minutes of the previous meetings held on 13th July 2020 to be signed by the Chair at a later date.**

**It was Proposed by Councillor John Brendon and Seconded by Councillor Sue Gettings and resolved to approve the minutes of the meeting held on Monday 13<sup>th</sup> July 2020 with minor amendments to sections 06/07 and 07/07, as an accurate record of the meeting.**

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

**04/09 Action Points from Previous Meeting**

- o The Deed of Community Benefit for the £15,000 one off financial contribution associated with the proposed Bindwell Lane solar farm has been signed.
- o The Guides has been informed of its Grant bid.
- o QCPC representatives had telephone conference call with SSDC 14 July 2020 re Neighbourhood Plan, Examiner's report.
- o The ToR for the Finance & Risk Committee have been revised.
- o The Council responded to SALC re consultation on Somerset Local Government Reorganisation.

**05/09 To receive County and District Councillor reports**

Councillor Lewis updated on Covid-19 national "spiking" of cases not being seen in Somerset; unitary authority business cases (One Somerset and Stronger Somerset); and possible slippage in date to later October 2020 for SoS decision.

**06/09 Neighbourhood Plan (Examiner's Report)**

Council received an update on actions since the 14<sup>th</sup> July 2020 Council telephone meeting with South Somerset District Council (SSDC); feedback from QCPC and response from SSDC; additional words suggested by QCPC and negotiated with SSDC and now included in the NP; and noted the decision from a meeting of the SSDC Executive Committee on 3 September 2020. It was noted that the NP is now given significant weight in planning decisions prior to a delayed referendum.

#### **07/09 Grants 2020/21 Review**

- a. After discussion about not expecting an annual Council Grant; the “closed churchyard” status; and responsibility for cemeteries:

**It was Proposed by Councillor Sue Gettings and Seconded by Councillor Bryan Norman and resolved to approve the Grant application to St Barnabas Church at £2,258 following additional information being provided.**

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

- b. Council noted further information has been requested and required from the Playing Field Committee (which may follow the AGM planned now for 25 September 2020. It was highlighted that a Grant remains likely but that more information is needed.

#### **08/09 The Planning Act 2008 and the Infrastructure Planning (Examination Procedure) Rules 2010. Application by Highways England for an Order Granting Development Consent for the A303 Sparkford to Ilchester Dualling. Request by the Secretary of State for comments from all Interested Parties by 16 September 2020.**

Councillor Brian Hewlett declared a disclosable pecuniary interest, left the meeting and did not vote.

Councillors discussed the economic benefits of completing the dualling link; the imperative to get the design correct; risk of ring fenced Government funding being withdrawn; likelihood of delay; and SoS four stated reasons for refusal to date.

- a. Following a similar letter November 2019, Council was asked to consider retrospectively approving the joint response to the Department of Transport that was issued on behalf of Queen Camel Parish Council, West Camel Parish Council and Sparkford Parish Council on 4 August 2020 (Background Paper) and/or decide any further actions;

**It was Proposed by Councillor John Brendon and Seconded by Councillor Bryan Norman and resolved that following a similar letter November 2019, Council retrospectively approved the joint response to the Department of Transport that was issued on behalf of Queen Camel Parish Council, West Camel Parish Council and Sparkford Parish Council on 4 August 2020.**

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

- b. Council was asked to consider and approve the draft joint letter (Background Paper) by 16 September 2020; and

**It was Proposed by Councillor John Brendon and Seconded by Councillor Bryan Norman and resolved to approve the draft joint letter**

**(Background Paper) by 16 September 2020;**  
**For 8, Against 0, Abstained 0**

- c. Council was asked to delegate authority to the Parish Clerk to make any minor changes to finalise the letter (in consultation with Councillors Thornewill, Brendon and Norman).

**It was Proposed by Councillor Michael Baker and Seconded by Councillor Sue Gettings and resolved to delegate authority to the Parish Clerk to make any minor changes to finalise the letter (in consultation with Councillors Thornewill, Brendon and Norman).**  
**For 8, Against 0, Abstained 0**

Councillor Brian Hewlett returned to the meeting.

#### **09/09 Blackwell Road & Gason Lane**

Council discussed and planned a way forward about the traffic in Queen Camel; plan a longstanding solution to the summer traffic that use both Blackwell Road & Gason Lane when the A303 gets blocked. Councillors considered:

- speeding traffic, especially at weekends and waiting for A303 upgrade being too long ahead;
- unknown costs to the PC of changes to sat-van;
- Highways England (HE) is still in the process of discussing with sat-nav contractor;
- HE response awaited to suggestion of blocking off during A303 upgrade works;
- no access signs needed in addition to changes to sat-nav;
- the QCPC is not a decision maker in this matter and can only agitate;
- SCC (officers John Nicholson and Andy Coupe) to be contacted to advise;
- a possible petition to be organised;
- increase in traffic through QC; and
- continued inclusion on Council Agendas if new information.

#### **10/09 Transfer of Land from SCC at Playing Field**

Council received an update on progress with transfer of land from SCC at playing field/play area and Council was asked to consider a lease/licence from SCC to the PFC or PC at a one-off payment at an estimated circa £1,000 for SCC's legal costs, subject to SCC resources being available (Cllr Lewis committed to enquiring about SCC resources) and appointment of Parish Council solicitor (Background Paper).

**It was Proposed by Councillor Bryan Norman and Seconded by Councillor John Brendon and resolved to report back to SCC that QCPC requires a freehold transfer of the land to the PC.**  
**For 9, Against 0, Abstained 0**

#### **11/09 Playing Field Committee**

Council noted that no further information has been provided by the Playing Field Management Committee and its AGM is on Friday 25 September 2020.

#### **12/09 Footpaths and Environment**

Council was asked to approve the work, costs and insurance arrangements for maintenance of footpaths (Background Paper).

Councillor Dan Hewlett left the meeting.

Council considered that Asset Register; joining the SSDC strimmer scheme; training; QCPC buying or hiring equipment; in addition to use of volunteer resources, to complement that with a contractor for particular works.

**It was Proposed by Councillor Kathy Grainger and Seconded by Councillor Bryan Norman and resolved to purchase equipment; use of volunteer resources; join the SSDC strimmer scheme; and employ a contractor for specific works.**

For 8, Against 0, Abstained 0

**13/09 Somerset Local Government Reorganisation (LGR)**

Council noted the District Council Business Case: Stronger Somerset and Councillor Thornewill will attend the meeting at end September 2020.

**14/09 Planning Applications – none (at time of issuing this Agenda)**

There were no Planning Applications for consultation and report Recommendations to the District Council. Note: the Council used its Delegated Decision powers to comment on Application 20/01879/HOU: The replacement and extension of single-storey garage, 6 The Glebe Queen Camel Yeovil BA22 7PR (recommend Approval).

**15/09 Notification of Planning Applications**

Council has received Notification but is not required to be consulted (Background Paper).

**16/09 Previous Planning Applications**

Council noted the Planning Applications which have been Decided (Permitted, Permitted with Conditions, Refused, Permission not Required) or Pending Decision (Background Paper).

**17/09 Correspondence (not included elsewhere in the Agenda) (Background Paper)**

- a) Email, 31 August 2020: Somerset Against The Badger Cull – no comments
- b) Email, 31 July 2020: Queen Camel Community Land Trust – support for the Old School Site; previous community meeting and vote;
- c) Email, 21 August 2020: Submission to SoS 4 August 2020 re A303 dualling – Agenda item 09/09 above.
- d) Email, 1 September 2020: SCC Applications for bids Somerset Climate Emergency Fund – to be included on October Council meeting;
- e) MHCLG consultation on Changes to the Current Planning System: 6 August 2020 to 1 October 2020.

**18/09 Finance & Risk Committee**

- a. Council noted the Minutes of Meeting, Finance and Risk Committee, 30 July 2020.
- b. Council was asked to note the Committee's noting (that the wording in section 1.2 of the Terms of Reference (ToR) need to be revised) and to decide on amended words; and any other changes to the Committee's ToR (eg sections 2.15 and 2.16)

**It was Proposed by Councillor Jude Coggins and Seconded by Councillor Sue Gettings and resolved to amend section 1.2 and agreed changes (to recommend to Council) to ToR sections 2.15 and 2.16.**

For 8, Against 0, Abstained 0

**19/09 Q1 (20/21) Financial Report and Bank Reconciliations April to August 2020**

Council noted and discussed the Q1 (20/21) Financial Report (considered by Finance Committee at its meeting 30 July 2020) and Bank Reconciliations, provided in accordance with Finance Regulations 2.2, for noting by Council (Background Paper)

**20/09 2020-21 Salary Award**

Council was asked to approve the nationally negotiated National Joint Council Salary Award 2020/21 (Background Paper) to be implemented from 1 April 2020. The relevant salary range for the Parish Clerk is LC1 (SCP 7-12).

It was Proposed by Councillor Michael Baker and Seconded by Councillor Jude Coggins and resolved to approve the National Joint Council Salary Award 2020/21 to be implemented from 1 April 2020.

For 8, Against 0, Abstained 0

**21/09 To Authorise Accounts for Payment (July/August 2020)**

Memorial Hall	£14.00 21/02/20 and 09/03/20
Milborne Port Computers (domain name, annual charge)	£126.00 11/06/20
Jimmy Flynn web services (maintenance & update of website, annual charge)	£100.00 27/07/20
SALC and NALC affiliation fees	£227.73 17/08/20

It was Proposed by Councillor Bryan Norman and Seconded by Councillor Jude Coggins and resolved to approve the accounts for payment.

For 8, Against 0, Abstained 0

**22/09 Exclusion of Press and Public**

Council considered entering confidential session and thereby exclude Press and Public from the meeting owing to the commercially sensitive nature of the business to be discussed.

It was Proposed by Councillor John Brendon and Seconded by Councillor Jude Coggins and resolved to enter confidential session.


For 8, Against 0, Abstained 0


**23/09 Draft S106 Agreement: Land off West Camel Road (Planning Application 19/01830/OUT)**

Council noted the comments made by the Council's Working Group (met 20 July 2020) on the draft S106 Agreement for development of land West Camel Road including proposed land transfer to the Parish Council and SSDC comments and decided that the Working Group should meet again.

**Meeting ended 21:15.**

**Date of next meeting** – The next Parish Council will be held on Monday 12<sup>th</sup> October 2020. All items to be considered for inclusion on the agenda must be received by the Clerk by **9.00am on Friday 2<sup>nd</sup> October 2020.**

Signed..........

Date ..........