

Draft Minutes of meeting of Queen Camel Parish Council on Monday 16th September 2024 at 7:30pm, Marples Room, Queen Camel Memorial Hall

Present - Councillors John Brendon (JB), Bryan Norman (BN), Angus Davidson (AD), Phil Jones (PJ), John Carnegie (JC), Philip Hall (PH), David Lowe (DL)

Somerset Cllr Henry Hobhouse (HH) joined at agenda item 09/06

Seven members of the public were in attendance

Open session – an update on Speedwatch was requested. PJ advised a meeting had been arranged for 02/10/2024 however the police will not be involved until commitment from more residents is confirmed. George Hedges attending from a small traditional housebuilder company in the Cotswolds sought opinion in light of the Neighbourhood Plan (NP) on a proposed infill development of 30-40 dwellings on land adjacent to the medical centre. JB advised ‘Infill’ is normally defined as a small gap within an otherwise built up area and the area for proposed development is deemed a big gap not in built up area. The parish council has already committed to 43 houses nearby and the proposal is beyond the remit of the current NP and an increase to nearly 80 houses may not be sustainable

09/01 APOLOGIES were received from Councillors Roy Lawrenson, Dan Hewlett and Somerset Councillor Kevin Messenger (KM)

09/02 No **INTERESTS** were declared in any items on the agenda

09/03 The **MINUTES** of the Parish Council Meeting held on 15th July 2024 were **APPROVED** and signed as an accurate record by the Chairman. BN clarified that in relation to 07-10b, a change of Order is needed in the House of Commons that parish councils should be consulted when an application for an HGV Operators Licence is received by the Office of the Traffic Commissioner. The Clerk will contact Sarah Dyke MP to request this

09/04 Somerset Councillor Henry Hobhouse reported

- money has been raised for the flood alert app and is anticipated by the end of November
- there will be a challenge to phosphate mitigation backed by legal opinion

09/05 The **Clerk REPORTED**

- A grant of £10000 has been received from the National Highways Social Value Fund for the refurbishment of the new play area
- The first payment of £58706.40 has been received from the National Lottery Community Fund and the second claim has been submitted
- Somerset Council has confirmed there will be no charge for the continued emptying of dog waste and litter bins
- The vegetation maintenance request on footpath WN 23/29 between medical centre and playing field has been resolved
- A spreadsheet will be set up to record outstanding maintenance problems reported to Somerset Council with updates and progress, if any, to be shared at council meetings

09/06 The following **planning applications** were **CONSIDERED**

1. **24/01748/HOU** Broomfield House Church Path Queen Camel Yeovil Somerset BA22 7NX
Replacement of single pane wooden windows (and doors onto back garden) with appropriate uPVC double glazed windows
It was **RESOLVED** to **comment** this application is not in accordance with the NP
2. **24/01847/HOU** Townsend Sparkford Hill Queen Camel Yeovil Somerset BA22 7PF

Proposed demolition of existing outbuilding and erection of replacement annexe and the adaptation of an existing vehicle access to improve onsite parking and access onto Sparkford Hill

It was noted the Agent has confirmed the annexe is intended for ancilliary use and **RESOLVED** to **COMMENT** if planning permission is granted that the development should be contained within the house and not separate structure as the word ancilliary suggests that with conditions it could be separated a separate structure

09/07 Playing Field Working Group (PFWG)

- a) The minutes of the meeting held 05/08/2024 were **RECEIVED**. It was **NOTED** there is no space to store the gang mowers since the shed has been cleared
- b) The new draft Hire Agreements for Cricket, Football and General Purposes, QCPF Volunteers and Users Guide and the Induction paper for New Members and Volunteers were circulated for information only and to confirm action requests have been completed
- c) It was **RESOLVED** to review the Cricket Club rental agreement due to additional square maintenance costs. Examples from other clubs will be obtained to determine best practice
- d) The proposals for relocation of the new cricket nets parallel to the hedgerow was **APPROVED**. As planning permission will be needed a pre-app will be sent to Somerset Council. A Sports England funding application has been made and an application for CBF grant will be considered. It was **NOTED** a tender board will be required for quotes in excess of £30000
- e) Adoption of the revised Playing Field Risk Assessment was **APPROVED**

09/08 New play area

- a) The new play area has officially opened and been widely publicized. Two comments have been received regarding concerns but most are full of praise for the development
- b) Confidential destruction of unsuccessful tender hard copy paper documents was **APPROVED**
- c) Quotes received for improvements to the **playing field carpark and fencing** were **CONSIDERED**. It was **RESOLVED** to appoint Kevin Watson subject to amended quote to include deep gravel and safety variations up to £15000. It was **NOTED** that a safety fence will be needed whilst works are undertaken and the finish layer will marginally increase the cost. Materials will be ordered direct for invoicing to the parish council. It was **RESOLVED** the metal fence will be removed and replaced with timber

09/09 Flood Committee

- a) Martin Lilley **REPORTED** the **Sec 19** meeting on 15/08/2024 was well attended. The river monitors have been installed and are working well with progress being made on the app. The need for an Emergency and Contingency Plan was discussed; there is a workshop on 04/10/2024 in South Cadbury Village Hall
- b) It was **NOTED** when initial funding for the river monitors ends the cost will be split between the communities benefitting from them

09/10 Highways and Traffic

- a) **BN REPORTED** the **A303 works** are on target for completion by end of year. HH was asked to find out the intention for demolished Oasis Service Station. It was **NOTED** the turnaround at the top of Gason Lane is a potential mess and there should be a bridleway/footpath down to the former Oasis Service Station
- b) **Sutton Farm Working Group** continues to request answers from Somerset Council's Planning Enforcement team. Planning Service Manager Dawn de Vries will be attending the South Cadbury and Sutton Montis Parish Council meeting on 19/09/2024 with Somerset Councillor Nicola Clark to answer any questions regarding the Sutton Farm enforcement breaches HH will ask KM to request Sarah Dyke also attends

HH will advise the name of the new Chief Planning Officer

- c) It was **NOTED** some potholes have been repaired but many remain outstanding. A spreadsheet will be used to record problems that have been reported to Somerset Council for maintenance of drains, gutters and other highways issues

09/11 It was **RESOLVED** BN will attend the next **Local Community Network (LCN) meeting** at 7.00 on 23/10/2024 at Caryford Community Hall. The Clerk will send the zoom meeting link when available

09/12 The Clerk **REPORTED** the external auditor had queried the asset register value in the **Annual Governance and Accountability Return for year ended 31/03/2024** and had explained the difference related to an unrecorded BBQ that had been gifted to the Cleaveside Close Community Lounge. Staff salary costs during clerk handover training had also been queried as being reported in the wrong box on the AGAR form. The Clerk has reconfirmed the entries are correctly recorded

09/13 It was **RESOLVED** no domain changes are needed to comply with Web Content Accessibility Guidelines (WCAG)

09/14 Finance and Banking

- a) Payments since last meeting were **REPORTED**
- b) There were no previously unauthorised payments to approve
- c) **Bank balances** for current account of £5704.62 and Deposit account £65615.68 as at 31st August 2024 were **NOTED**. The Clerk reported a problem with reconciling the bank account. It was **APPROVED** for the bank reconciliation to be signed by the chairman and clerk when resolved
- d) It was **RESOLVED** to maintain the Parish Online subscription as an annual payment

JB will speak to Sue Gettings regarding street poppies for Remembrance Sunday
The FPRC meeting will be moved to 04/11/2024

Signed

Date

Chairman