

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Emma Curtis, 14 Everlanes Close, Milborne Port, Sherborne, DT9 5FT**Tel:** 01963 250925**e-mail:** clerk@queencamelpc.org.ukwww.queencamelpc.org.uk**Draft Minutes of the Full Parish Council Meeting held in the Marples Room at the Memorial Hall on Monday 9th September 2019 at 7.30pm****Public Question Time**

There were 11 members of the public in attendance at the commencement of the meeting. Some comments and questions were raised.

The Chairman opened the meeting at 7.40pm

Present: Chairman Simon Thornewill, together with Councillors Michael Baker, Sue Gettings, Kathy Grainger, Daniel Hewlett, John Brendon, Bryan Norman and Jude Coggins.

Also Present: District and County Councillor Mike Lewis
PCSO Thelma Mead
Parish Clerk and RFO Emma Curtis

01/09 Apologies for Absence and approve reasons given: Apologies had been received from Brian Hewlett

It was resolved to approve the reasons for absence as reported

For 8, Against 0, Abstained 0

02/09 Declarations of Interest: Received from Brian Norman, agenda item 08/09 – member of the Neighbourhood Plan Steering Group and Sue Gettings, agenda item 09/09/d (payments the Memorial Hall and Playing Field Committee) – member of management committees. The Clerk reported that on advice from SALC members were not required to complete dispensation requests regarding the Neighbourhood Plan as the matter effects all within the village.

03/09 To approve as a correct record the minutes of the previous meeting held on 12th August 2019:

It was resolved to approve the minutes of the meeting held on Monday 12th August as an accurate record of the meeting

For 8, Against 0, Abstained 0

04/09 To receive any Police matters: PCSO Thelma Mead reported that intelligence had been received about drug use at the playing field and asked that any further information be reported to her or 101. Thelma confirmed that extra patrols would be conducted. Sue Gettings reported that there had been some graffiti at the pavilion and Thelma suggested this be reported via 101. Jude Coggins informed everyone that she had taken over the role of Neighbourhood Watch Coordinator.

05/09 To receive County and District Councillor reports: Cllr Mike Lewis reported that SSDC Executive Committee had approved Castle Cary and Ansford's Neighbourhood Plan and suggested members may wish to view it. Cllr Lewis stated that the proposed autumn budget appeared positive for Somerset County Council and stated it was likely that SSDC would be promoting Queen Camel from a rural settlement to village status.

06/09 Planning

a) To receive a presentation from Planning Sphere regarding application no: 19/01830/OUT

The Chairman closed the meeting at 7.49pm to receive the presentation from Chris Beaver from Planning Sphere. The meeting reopened at 8.10pm.

b) To consider the following planning applications:

Application Number	Proposal	Applicant Details
19/01830/OUT	Outline application with all matters reserved except for access for the erection of up to 43 dwellings and associated landscaping and access works	AM & S Case, Land Part OS 1053, West Camel Road, Queen Camel
RESOLVED: It was resolved the Parish Council would support and recommend approval of this application providing the proposed number of houses is reconsidered and reduced to 30 from the intended 43 as the numbers appear excessive for this site. For 7, Against 1 (Kathy Grainger), Abstain 0		
SCC/3621/2019	Extraction of Camel Hill Stone and Improvements to the Road Access. To change Condition 3 to amend the approved phasing plans to reflect the direction of working to clockwise changing the order of working to Phase 1, Phase 4, Phase 3 and Phase 4.	Camel Hill Farm Quarry Queen Camel
The Chairman closed the meeting at 8.24pm and reopened the meeting at 8.27pm. Sue Gettings reported that this application had been approved by Somerset County Council on 3rd September 2019, therefore no response was required from the Parish Council.		
19/02021/FUL	The erection of a dwelling and construction of access thereto	Land OS 7080, Part Vale Lane, Queen Camel
RESOLVED: It was resolved to recommend approval of this application. For 8, Against 0, Abstain 0		

c) To note any planning approvals: There were no planning approvals to note.

07/09 Council Matters

a) To consider continued Highways issue at Blackwell Lane: Cllr Simon Thornewill referred to an email received from Cllr Mike Lewis on 28th August and outlined the contents; mainly that Highways England were attempting to obtain a blocking mechanism to stop sat navs sending cars to that area and that a 20mph speed limit would unlikely be approved. Cllr Bryan Norman provided information about an Experimental Traffic Order in Somerton.

The Chairman closed the meeting at 8.51pm and reopened the meeting at 8.52pm. It was resolved that the Clerk would contact the Clerk at Somerton Town Council to find out further information

For 8, Against 0, Abstain 0

b) To receive Footpaths and Environment updates: Cllr Simon Thornewill thanked Cllr Kathy Grainger for the works conducted on the village footpaths. Cllr Kathy Grainger provided an update on progress being made on the village footpaths and reported that the Leyland Trail was in bad condition and the river was becoming congested. Cllr Grainger stated that a walking group was being formed and the circular walks leaflet required updating and that the gate between Crinks and Prices place still required replacing.

It was resolved that should a gate become available this could be installed between Crinks and Prices

For 8, Against 0, Abstain 0

c) To receive an update from the Playing Field Lease Working Group: No update received as the Working Group were yet to meet with the Playing Field Committee. **The Chairman closed the meeting at 8.47pm. The meeting reopened at 8.49pm.** It was agreed that the Working Group must meet with the Playing Field Committee as soon as possible in the near future.

d) To receive an update and consider options for Fingerpost Signs: Cllr Sue Gettings provided an update on the three quotations received to restore the fingerposts. **The Chairman closed the meeting at 8.51pm and reopened the meeting at 8.52pm.** It was agreed that

further checks were required on the guidelines provided by Somerset County Council in their Handbook prior to any works commencing, particularly on what is prohibited. However, it was agreed to proceed with the works once the guidelines had been verified.

It was resolved to proceed with the restoration of the fingerpost signs once the handbook had been reviewed

- e) To receive an update on preparations for a possible VE Day Commemoration: Cllr Kathy Grainger and Cllr Sue Gettings reported that along with the Clerk they had met to discuss ideas on the VE Day Commemoration. An advert in the Parish Magazine had so far attracted six volunteers from the community. It was reported that a further meeting would be held shortly. Cllr Simon Thornewill volunteered to coordinator with RNAS Yeovilton.
- f) To resolve that the Parish Council confirms its meets the eligibility criteria for the General Power of Competence as set out in the Localism Act 2011, namely that it has a qualified Clerk and that at least two thirds of vacancies were filled at the last ordinary election and that Council adopts the power:
It was unanimously agreed that the Parish Council's Clerk was CiLCA qualified and that a minimum of two-thirds of vacancies were filled at the last ordinary elections. As such, it was resolved that the Parish Council met the conditions to enable it to exercise the General Power of Competence
For 8, Against 0, Abstain 0
- g) To consider Parish Council HR representative/committee:
It was resolved that Jude Coggins would become the HR Representative for the Parish Council
For 8, Against 0, Abstain 0
- h) Update on the appearance of Queen Camel and consider arranging a litter pick: Cllr Sue Gettings and Cllr Kathy Grainger reported they had recently conducted a survey of the village and an action plan had been prepared. Cllr Jude Coggins suggested an article was placed in the Parish Magazine asking residents to keep their areas tidy and cut back. Cllr Sue Gettings stated that she had prepared an article but it had not been printed.
- i) To consider the village Neighbourhood Watch and Welcome Pack: Cllr Jude Coggins stated that she would like to see the old website kept at as community village website providing information such as the Welcome Pack and Neighbourhood Watch. Cllr Coggins confirmed a resident would continue to edit the website until a replacement could be found. Cllr Coggins considered the cost of continuing to print the Welcome Pack and the fact that once printed leaflets quickly go out of date. Cllr Kathy Grainger stated she and others would like to continue seeing the Welcome Pack printed.
It was resolved to defer this item to the October meeting
For 8, Against 0, Abstain 0
- j) To receive an update on the status of the old Health Centre: Cllrs discussed the ongoing issue.
It was resolved the Clerk write to the Director of South Somerset District Council and seek clarification that the Council are upholding their obligations.
For 8, Against 0, Abstain 0

08/09 Neighbourhood Plan

- a) To receive an update on the status of the Neighbourhood Plan: Cllr Simon Thornewill reported that members of the Parish Council were meeting with the NHP Steering Group on 12th September and would prepare a proposal to present to the whole Parish Council.
- b) To consider email from Boon Brown Limited: The email from Boon Brown Limited was considered and it was agreed that without further information on the location of the land and the owner the Parish Council could not progress further.
It was resolved that the Clerk write to Boon Brown Limited and state that without further information on the site and owner the Parish Council could not proceed with the matter
For 8, Against 0, Abstain 0
- c) To note submission of letter to SSDC regarding South Somerset Local Plan Review: Noted

09/09 Finance

- a) To receive an update on the Parish Council banking situation: The Clerk provided an update on the continuing issues with Natwest and Unity Bank and the difficulty of transferring funds. Cllr Brendon stated the best way forward may be for a cheque to be raised to transfer monies to the new account. The Clerk stated that due to these issues payments could not yet be processed via the Unity Bank account.
It was resolved and approved for an ex Parish Councillor to sign cheques until the banking issues had been resolved. It was resolved to raise a cheque to transfer funds
For 8, Against 0, Abstain 0
- b) To consider a quotation for a laptop upgrade, clean and tidy
It was resolved to accept the quotation
For 8, Against 0, Abstain 0
- c) To consider funding the old website as a community asset
It was resolved to defer this item to the October meeting
For 8, Against 0, Abstain 0
- d) To approve the following accounts for payment and two signatories for cheques: Cllr Simon Thornewill stated that on the advice of the RFO and SALC it would not be advisable, and possibly unlawful, to process an Honorarium payment to Mr Stevens and an invoice should be supplied for payment. It was agreed that should Cllrs wish to provide a personal contribution, they could do so and that a letter would be written from the Parish Council thanking Mr Stevens for all his efforts.
It was resolved that all payments be approved apart from payment to Mr Stevens. Cllr John Brendon and ex Parish Councillor Christopher Bennett acted as signatories.

Supplier/Contractor	Narrative	Amount
Staff	August Salary	£532.85
HMRC	PAYE & NI	£82.20
Staff	August Expenses & Mileage	£74.00
SALC	Code of Conduct Training	£60.00
John Calvert	Internal Auditor Fees	£50.00
Milborne Port Computers	Domain Charges for website	£126.00
Jimmy Flynn Web Services	Website Development and Support	£350.00
Fairhurst	Professional Fees	£224.00
SALC	Council Employer Training	£60.00
Scribe	Annual Software License	£308.40
Dorset Planning Consultant Ltd	Neighbourhood Plan Support Fees	£1273.20
Patrick Pender-Cudlip	Neighbourhood Plan Summary Fees	£345.00
Queen Camel Memorial Hall	Hire Fees	£96.00
St Barnabas Church	Neighbourhood Plan Summary Printing	£24.00
B E Powell & Sons	Footpaths Works	£1,401.60
Milborne Port Computers	Remote Support Session	£12.00
Playing Field Management Committee	2019/20 Grant	£4,000
Queen Camel Memorial Hall	2019/20 Grant	£4,000
Queen Camel Parochial Church Council	2019/20 Grant	£2,258.00
Queen Camel Tennis Club	2019/20 Grant	£1,100.00
Sparkford Copse Trust	2019/20 Donation	£150.00
Queen Camel Cricket Club	2019/20 Donation	£250.00
Queen Camel Guides	2019/20 Donation	£250.00
Sparkford Scouts	2019/20 Donation	£250.00

11/09 Date of next meeting – The next Parish Council meeting will be held on Monday 14th October 2019. All items for inclusion on the agenda must be received by the Clerk by **9.00am on Thursday 3rd October.**

The meeting closed at 9.33pm.