WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Annual Parish Council Meeting
Wednesday 7th July 2021 - Virtual Meeting

Cllr Bennett - Chair
Cllr Coleman – Vice Chair
Cllr White
Cllr Tinkley
Cllr Cooke
Cllr Cawley
Clerk: Kim Duller

5 Members of the General Public

Public Forum: i) Neil Vout: A post (gate) on the Allotments is broken. **Action Cllr Cawley to review damage and make recommendation for maintenance or renewal to the Chair.** ii) Dangerous trip hazard reported on land by phone box/Bus shelter where the concrete vehicle access over Parish land to Tree Cottage has lifted. Visual evidence submitted. **Action: Chair to request owner to rectify via letter.** iii) Neighbourhood plan proposal has been submitted by Jonathan Naughton (Not attending meeting), with the suggestion to look at opportunity to create a plan for West & Middle Chinnock, using the community plan as the starting point. **Action: Clerk to circulate to Members for discussion and decision on whether to take this forward from September 2021.**

21/836 **Apologies for Absence:** Cllr Collins

21/837 **Declarations of interest:** i) Cllr Cawley Allotments, Cllr's Bennett, Coleman and Clerk, Recreation Ground Development Committee. ii) The Clerk, legal transfer of the Recreation ground. iii) Cllr White, Shiredown retrospective planning and risk assessment of trees/land owner. iv) Cllr Coleman, any footpaths on Greatfields land. v) Cllr Bennett, Playground Committee.

21/838 **To approve and sign as correct the Minutes of the Annual Parish Council Meeting held on 09.06.21** **Resolved:** That the Minutes of the Parish Council Meeting held on 09.06.21 as previously circulated were taken as read and being a correct record and were signed by the Chairman.

21/829 **Matters arising, not on agenda: None.**

21/830 **County Councillors Report:** Cllr Keating presented his report. **i) Speed control:** highlighted 20 mph limits outside of all schools to include new signage. Mark advised that the villages were already 30mph and this could be formalised, the Clerk queried this and Mark to advise further. The Clerk reminded the meeting there is already an amount of money set aside for a speed action group to be formed in the village. ***Action: Cllr Keating to provide further information of the scheme for West & Middle Chinnock School and also any support for speed reduction schemes for the villages for eligibility, including small improvements grants.*** **ii) Chinnock Hollow Road closure:** Likely to continue for one year, currently undergoing safety audits and waiting for results before further action. **iii) White Post Road surfacing:** taking place over next few weeks. **iv) Verges:** SCC cut not until late July/August. The Clerk explained that Broadstone Farm had kindly cut all of the verges, including areas which present high visibility danger at renowned hazard hot spots including Foxwell Lane/A30 junction. Mark left the meeting at 19.50

21/831 **SSDC Councillors Report:** Previously circulated with no matters arising for West & Middle Chinnock. Cllr Patrick had sent his apologies. The Clerk explained the reasons behind the issues with the waste collection due to driver shortages. ***Action: The Clerk advised residents that if they have any concerns relating to waste collection to report directly to SSDC through the normal reporting system, or contact SSDC Cllr Patrick.***

21/832 **Planning:**

a. **Applications since time of the agenda: None**
b. **Determinations since time of the agenda: None**
c. **Planning enforcement: None**
d. **Planning queries:**
   i) Planning Queries: Hollowell Hill, Clerk to follow up with the enforcement team as an enforcement request to investigate has already been submitted. Two further queries had been raised during June relating activity on the site. ***Action: Clerk***

21/834 **Finance:**

a. **Draft Qtr 1 Accounts 21/22 received**: cannot be resolved until Internal Audit taken place by NC.
b. **Resolved:** To pay Clerks Qtr 1 Salary £940.80
c. **Resolved**: to pay HMRC Qtr 1 £235.20
d. **Resolved:** To accept delegated powers payments:
   i) John Stewart previously agreed quote for £732.00 inc VAT to cut back and make safe Willow Trees at the Rec.
e) **To pay any routine or previously agreed invoices:**
   i) **To pay John Grainger for building the new bin at the Recreation Ground. Initial price quoted £350.00.** The bill presented is £400.97 and it is anticipated that the final bill for the wood will be £100.00, bringing the total cost to £500.97. The Chair asked for a vote to agree the additional £150.97 over the original budget as the handmade, quality crafted bin was far superior to a commercially shop brought one. A vote was taken, proposed by Cllr Tinkley, seconded Cllr Cawley, all in favour. **Resolved: to pay initial invoice of £400.97 and pay invoice for wood under delegated powers when it arrives.** ***Action: Cllr Bennett and Cllr Cawley to fix the bin in the rec with "extra" security.***

21/835 **Allotments Update: The Clerk read out a report sent by Cllr Collins**

a. **Vote of Thanks:** Cllr Collins asked that the two tenants who helped clear and strim the two recently allocated sites be thanked. ***The Chair and Members formally sent thanks.***
b. **Equality Impact Assessment/Allotment Development:** Cllr Collins has taken on board a number of options for development ideas at the site, including the compost toilet and footpath. ***Action: All ideas to be considered via the PC during the break and views sought with all allotments holders.***
c. **Plot 20:** i) Reduced maintenance works on plot 20, another quote is required. ii) Weed membrane is on 20a.
d. **Potential Allotment Contest:** Cllr Collins had reported in the last PC meeting and reported in the Newsletter. Cllr Tinkley explained that contests were part of the history of the site and were held each year. It was also noted that many allotment sites have yearly activities similar to this to build Allotment community. No-one has contacted Cllr Collins to take up the idea. ***Action: NV & TC to talk to tenants and report back to Cllr Collins if any interest.***
e. **Annual Inspection:** Last year tenants were unhappy with the timing of inspections therefore Cllr Collins asked for input from the tenants as to when they would like the Annual inspection to take place***. Action: NV & TC to talk to tenants and report back to Cllr Collins with a definitive answer on when the Annual Inspection should take place.***

21/836 **Matters arising from the 9th June 2021 meeting:**

a. **Grass Cutting - West & Middle Chinnock Churches:** The Chair congratulated the volunteers who have cleared the churchyards and confirmed that the PC is still looking into how it could potentially offer financial support under the current restrictive legislation. ***Action: Clerk and Chair.***
b. **Smokey Hole & Smiths Hills Trees overhang, land owners responsibility for Risk Assessment:** ***Action: Cllr White will speak to the family regarding risk assessment. Carried forward from June.*** The Chair confirmed Broadstone Farm had cut one side of Smokey Hole Lane, but the other side with a different owner has not been cut. Cllr White confirmed the tenant of the land normally does this. ***Action: Cllr White to liaise to organise cutting with JM.***
c. **Riverbank Collapse, Scott's Way, Parish Work Plan.** ***Action: Cllr Bennett to contact Mr Lock during June 21 with a personal visit. It was noted the bollards are now missing and the Chair agreed to find the bollards. Chair to carry forward.***
d. **Footpaths Parish Work Plan:** Works are progressing. ***Updated in current June work plan.***
e. **Corona Virus Update:** No Update other than National guidance leading to review on July 19th 2021.

21/837 **Reports & Correspondence:**

a. **Parish Work Plan: Updated version for July previously circulated by Clerk.**
b. **Clerk Report: i) Bow Bridge**: thank you to Cllr Cawley for cutting back and strimming all growth over the bridge which was an immediate hazard. **ii) Foxwell Lane/A30 Junction immediate hazard** – visibility splays, thank you to Broadstone Farm for strimming after reports from local residents. **iii) Verge cutting:** reports from residents that the verge cutting has been done really sensitively and that it had improved safety on the roads locally. The Clerk reminded the meeting that the verge cutting is provided without charging by the local farmers and that the SCC verge cutting schedule does not meet the immediate needs of Road safety in June/July. **iv) Insurance:** Clerk confirmed that she is working closed with users of the rec in relation to insurance cover on the rec and reported that it is really positive that the rec is regularly used by the whole community.
c. **Highways, Ditches and Drains:** Generally it appeared that a lot more hazards for potholes and drains have been marked up and Cllr Cawley reported that SCC would be carrying out works in the village's w/c 12.07.21. **i) Potholes:** there had been some confusion over reporting reference numbers. ***Action: Cllr Bennett to start using the SCC reporting site on an individual basis using mapping system and photo's and then Clerk to follow up with a monthly report to SCC Highways for both drains and Potholes. Cllr Bennett to provide Clerk with "Map" of drains and current potholes. Clerk to follow up with SCC on best method for reporting as a summary review.*** **ii) Drains:** logged and mapping system. ii) Blocked drain on Higher Street reported by NV above the ones which have already been reported. ***Action: Cllr White to report. Clerk and Cllr White to review outstanding requested over the summer break.***
d. **Rural Broadband:** The Clerk reported that she had been approached by Middle Chinnock residents regarding the poor broadband in Middle Chinnock. The Clerk had carried out research and as an initial start had send around a package of support put together by SSDC, which include providers which offered faster Broadband. Concerns were raised that it meant changing a provider, however the Clerk said it would cost a lot more to lay cable ourselves. ***Action: It was agreed residents would consider whether they were actually able to get a faster broadband speed from the providers suggested in the information already circulated before any further research was carried out.***

e. **Recreation Ground:**
   i) **Rec gate:** Gate is still being closed and it is still a source of frustration for local residents. **Resolved: Gate to be kept open with an extra post fitted to chain it open. John Granger offered to create a new sign on the gate requesting that it stay open. Clerk to speak to NC to ask him to request that all clubs using the rec keep the gate open.**
   ii) **Recreation Ground Purchase:** Clerk and Chair to meet with Battens Solicitors to agree final amends to SSDC sale/transfer. SSDC fees have been capped following further negotiation.
   iii) **Recreation Ground Development:** The Chair reported Consultant has been contracted and project moving forward.
   iv) **Waste Bin at Rec:** The bin has been completed and was presented at the meeting. The Chair and Members thanked John Grainger for providing such a high quality and professional bin.

f. **Police Visits to West & Middle Chinnock:** Monthly beat surgeries to start from 10th July 2021. First one to be outside Muddled Man between 11.30am – 12noon.

g. **Resolved: Change of Meeting Date September 2021 due to late Bank Holiday and residents still on Holiday. New date Wednesday 8th September 2021.**

21/838 **Matters for the September 8th 2021 Agenda**

a. Any Agenda items to be forwarded to the Clerk before Wednesday 1st September 2021.

Meeting closed 8.15pm

Next Meeting

Parish Council Meeting Wednesday 8th September 2021 7.30pm, Face to Face
West & Middle Chinnock Village Hall