WEST & MIDDLE CHINNOCK PARISH COUNCIL

Draft Minutes of the Parish Council Meeting
Wednesday 13th April 2022

Cllr Bennett - Chair
Cllr Cawley
Cllr Partridge
5 Members of the General Public
Cllr Coleman – Deputy Chair
Cllr Cooke
Cllr Tinkley
Clerk: Kim Duller

Public Forum: **i) Planning Application 22/00724:** Comments & concerns from Members of the Public were welcomed by the Chair. He asked all those attending to write directly to the planners with their comments. Clerk to support if residents have difficulty accessing the portal. The Parish Council Members will be taking on board all comments from residents and have been following comments on the planning portal, Facebook and verbal feedback. Comments included: **1.** Proposed visibility splay and 60mph speed limit. **2.** Low quality and poorly designed housing not in keeping with other properties in the village. **3.** Properties specified as suitable for older generation, however do not meet current legislation for accessibility. **4.** Sustainability of construction. **5.** Community Infrastructure. (Clerk has received CIL confirmation). **6.** Impeding the building line. **7.**Conservation area/line. **8.** Gradient of site, particularly at entry/exit. **9.** Street Scene, Higher Street linear housing development with older housing, grade 2 listed; 8 bungalows will destroy integrity of Higher Street. **10.** Land is rising towards the well and although now bungalows, concerns relating to future extensions, adding dormer rooms as has previously happened in the village and removal of trees. **11.** Impingement on grade 2 listed property. **12.** Lack of affordable and housing suitable for families. **13.** Concerns relating to "turn" of the development after planning permission. **14.** Phosphates offset. 15. Surface water addressed, river running down Higher Street when it rains will not go to soak away. **16.** School capacity for families, who actually come from the villages. *All residents asked to contact Clerk or Chair if any form of activity starts to take place on the site, including tree removal. Also, as concerns have been raised on the contents of the existing ecology report as bats are known to be on the site & Red Oaks.* ***Action: Clerk to request scaled drawings of the site and confirm ownership of the site. Action: Clerk to research current usage of Recreation ground by residents.***

22/922 **Apologies for Absence: None. Action: Cllr Tinkley and Clerk to draft response to planners for Members to consider.**

22/923 **Declarations of Interest:** i) Cllr Cawley Allotments. ii) Cllr Coleman, any footpaths on Broadstone Farm land. iii) Cllr Bennett, Playground Committee. iv) Clerk, Planning consultant.

22/924 **To approve and sign as correct the Minutes of the Parish Council Meeting held on 9.03.2022. Resolved, all in favour.** The Clerk confirmed amendment of Minutes 09.02.2022 meeting. Further correspondence had been received from a MoP relating to the February meeting and this had been circulated to Members by the Clerk, with no further feedback. **Revised Minutes dated 09.02.2022. Resolved, all in favour and signed.**

22/925 **Matters arising, not on agenda: None**

22/926 **SCC and SSDC Councillors Report: i)** David Fothergill, Leader of SCC had confirmed to the Clerk that Cllr Keating had stepped down from the Conservative party, but was still an Independent Councillor. The Clerk had still not had any communication with Cllr Keating. **ii)** Cllr Patrick had sent apologies. **iii)** The Clerk had followed up the 09.03.2022 query relating to SCC and SSDC Councillor Allowances and confirmed that Councillor Keating currently receives £11,540pa and SSDC Cllr Patrick, £7,059.12pa.

22/927 **Planning:**

a. **Applications: 22/00724/FUL, previous discussed under Public Forum.**
b. **Applications since time of the agenda: None.**
c. **Determinations since time of agenda: None.**
d. **Planning Queries:** Smiths Hill constant water run-off.
e. **Planning enforcement: Greenham's Hill.** Still waiting for update from enforcement team and Cllr Patrick after acknowledgement of receipt of enforcement.

22/928 **Finance:**

a. **HMRC query:** Clerk being chased by credit broker. Issue has been passed back to payroll agent to resolve. (Correspondence sent to Auditor and Chair). ***Action: Clerk to report back to PC when matter is resolved.***
b. **To Agree Qtr. 4, accounts: Resolved. All in favour.** Reviewed by Neil Cochran, internal auditor with comments, which the Clerk has addressed to include:
    a. Payment of water bill for the allotments by £186.00 via bacs 31.03.22
    b. Allotment income plot 2 £17.00 31.03.22
    c. VAT return payment from HMRC £721.65 02.03.21
c. **To Pay Clerks Salary Qtr. 4, Net £1,048.07: Resolved. All in Favour.**
d. **To Pay HMRC Qtr. 4, £261.80**
e. **Salary Review Clerk:** Clerk pay grade reviewed after 8 years. (Clerks choice). Spinal point of LGA grade of substantive rate middle range £11.50. **Vote taken. Proposed Cllr Partridge, seconded Cllr Tinkley, all in favour. Resolved.** (National guidance to back date for one year – Clerk declined).
f. **Delegated Powers payments:**
    a. Grant for materials for Pom poms (In Stiches for Jubilee event £75.00). Previously on-line vote taken by Members. **Proposed Cllr Cooke, seconded Cllr Coleman, all in Favour. Resolved.** The Clerk explained that as there was no organisation bank account for In Stitches, she had authorised payment on presentation of receipts to the value of £75.00 with agreement from the Chair.
g. **To pay any routine or previously agreed invoices:**
    a. **Village Hall invoice Sept 2021 – March 2022, £99.00.** Zoom meetings up to Sept 2022. This included 2 extra meetings, NP plan discussion, Nov 21 and Business planning/Budget draft, 2022/2023. **Resolved, all in favour.**
    b. **SLL Grass Cutting March 2022, £318.**00. Verified by Neil Cochran. **Resolved, all in favour.** Positive feedback for the quality of the cut from Football Club.
    c. **Confirmation of Receipt of Precept:** £15,000 2022/2023, 13.04.22.
    d. **Invoice received from Pete Cockrem Plant Hire on 12.04.22:** Cllr Partridge explained he hadn't had time to completely check the works. Members voted the invoice could be paid by delegated powers up to £1,100.00 prior to the next meeting, if Cllr Partridge is satisfied with the work. Cllr Cooke declared an interest. **Proposed Cllr Tinkley, seconded Cllr Coleman. Resolved. All in Favour.**

22/929 **Allotments**

a. **Allotment Inspections:** All completed, however still two remedial actions required to be resolved. All contracts can now be issued. ***Action: Clerk.***
b. **Bonfires:** Cllr Partridge has reviewed however has not witnessed the level reported by SSDC. Cllr Partridge stated the bonfires he had seen were controlled in an incinerator and not left unattended. Cllr Partridge has checked contents of fires and they are all allotment waste, not waste bought on site. ***Action: Clerk to ask for further information from SSDC.***

c. **Hedge Plot 2:** A discussion was held, with suggestions. ***Action: Cllr Partridge to consult with Allotment Society for solutions. Clerk to send Allotment Society Networking Group details to Cllr Partridge.***
d. **Hedge Plot 20:** All issues/maintenance actioned, with exception of levelling of the plot. ***Action Cllr Partridge to liaise with contractor to resolve outstanding works.***
e. **Plot Vacancies:** 18b now allocated, Clerk to ensure contract and insurance is in place and paid for. 15b and 20a still available. ***Action: Cllr Partridge to draw up vacancy list and pass to Clerk to publicise.***
f. **Hole in hedge plot 20:** ***Action Cllr Partridge to review and make recommendations.***
g. **Allotment Bulletin:** ***Action: Cllr Partridge, to be moved to a quarterly bulletin rather than monthly.***

22/930 **Matters arising from the 9th March 2022 meeting:**

a. **SSDC and SCC Councillor Allowances: Discussed under item 22/926.**
b. **Community Playground:** Members were confused as to what the PC element payment covered and felt there needed to be clarity of understanding of costs and how the costs are split, in order that the PC can plan for future financial support as part of the precept. ***Action: Cllr Bennett to pass details last 5 years contribution from PC to Clerk to circulate for review at next meeting. Action: Cllr Bennett to provide a brief to Members on what the total cost is PA, including the cost elements and how it is allocated between the school and PC for review at next meeting. Also a full breakdown of opening hours.***
c. **Riverbank Collapse, Scott's Way:** A discussion was held. ***Action: Clerk to organise a site visit with a Senior Officer from Highways.***
d. **Dog Fouling. Cllr Cooke Report:** Anecdotally an improvement in some areas, but overall issues not resolved. Disappointment that posters and wooden signs taken down. Created "talking point" and raised awareness of issue in the villages. Dog patrols from SSDC still visiting the villages.
e. **Bench, West Chinnock Church: Action: Clerk to contact Rev Nick Clark again.**
f. **Roadwork's A30:** Item closed. However there are still a number of bollards/rocks left on the Road. ***Action: Clerk to contact Highways reference key locations.***

22/931 **Reports & Correspondence:**

a. **Jubilee Grants: The Big Jubilee Picnic Sunday 5th June 2022.** All Members agreed this sounded like a really great community event. The grant given to the Pom Pom making had satisfied the grant giving criteria as the request demonstrated match funding. Members discussed the event. ***Action: The Clerk was asked to speak to the organisers regarding event insurance, as well as the PC's Insurance company, match funding, Toilet facilities, car-parking and marshalling, health and safety management, alternative arrangements for inclement weather and confirmation of "Event organisation" banking arrangements, events license if sale of alcohol.***
   Elements of the grant request were discussed as follows:
   i. Materials for Crafts £100.00. ***Agreed, subject to receipts.***
   ii. Live Band £300.00. ***Action: Clerk to contact organisers regarding cancellation insurance and invoice payment.***
   iii. Publicity: Printing and laminating machine provided by PC, therefore no need £100.00 Request for publicity. ***Action: Clerk to liaise with organisers.***
   iv. Prizes for Scarecrow competition and egg throwing competition: PC cannot give grants for "cash prizes". ***Action: Clerk to discuss loan alternative.***
   v. Marquee: ***Action: Clerk to discuss with organisers and feedback to Members***.
b. **Clerk Report: None**
c. **Neighbourhood Police Letter: Previously circulated.**

d. **Footpaths:** No further actions. Outstanding query relating to path (footbridge) behind Bridge Farm going towards Kempsters Farm. No evidence of blockages and no reports on SCC footpath reporting site.
e. **Wilder Churches:** Details sent to Rev Nick to request if local churches are interested.
f. **SSDC Biodiversity Pack Circulated to Cllr Cooke for Review:** Elaborate pack and details. Recommendation that the PC should not become involved as the PC is not a major land owner, more suited to farming community. All in agreement.
g. **Drains Audit and Action Plan: No report**
h. **Potholes:** Members discussed how they could improve reporting, including involvement from residents. ***Action: Clark to act as central point for reporting pot holes and encourage residents to send pictures to her for central reporting, monitoring and follow up on central portal. Cllr Cooke agreed to send photos on her regular walks. Clerk to publicise to residents.***
i. **Recreation Ground Development:** Discussed under public forum. Also MOP discussed of falling numbers of teams locally and availability of pitches in other villages and attracting families to the village.
j. **Recreation Ground: <u>Non Agenda Item</u> Fallen Tree Discussed:** Fallen tree fenced off in Rec. PC were unaware of it and had not been reported. Cllr Cawley was aware of the fall. The Chair reiterated, that as owners of the Rec, the PC must be informed of all incidents so that any situation can be risk assessed. ***Action: Cllr Cawley agreed to clear the tree on 14.04.22. All debris to be taken off site and taken to the SSDC waste recycling centre. Cllr Cawley to provide a receipt if a cost is involved. Cllr Cawley to report all future incidents to Chair or Clerk.***
k. **Election May 22, Members Update:** 5 Members have put in papers, therefore the PC will be quorate. The PC will now need to co-opt at the 11th May meeting 2022. After an election, no requirement to advertise co-option.
l. **Unitary Update:** None at the moment due to elections.
m. **Theft in Village: <u>Non Agenda Item</u>:** After the theft of a large stone statue from a garden, residents asked to be vigilant. Theft has been reported to the police.

22/932 **<u>Correspondence & Matters for Wednesday 11th May 2022</u>**

a. Parish Meeting, prior to Annual Parish meeting had previously planned to be a celebration for the village. (This meeting is not a Parish Council meeting). Plans changed due to COVID. Within timeframes available difficult to promote, so meeting will still go ahead, however low key.
b. Cllr Coleman sent apologies for May meeting. Meeting will still be quorate.

Any Agenda items to be forwarded to the Clerk before Thursday 5th May 2022

Meeting closed 9.10pm

<u>Next Meeting 11th May 2022</u>

Parish Meeting 7.00pm
Annual Meeting of the Parish Council 7.30pm
Village Hall, West Chinnock