

SHEPTON BEAUCHAMP PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

**Held on Monday 17th February 2020 at 7:30 PM
In the Village Hall, Middle Street, Shepton Beauchamp, TA19 0LQ**

Councillors Present: Nigel Wylie Carrick (Chairman) Richard Martin (Vic-Chairman)
Roger Cripps Angie Joy
Sarah Brunt Clare Lillywhite
Andrew Rowswell Stella Davies – Clerk

District/County Councillors in Attendance: SCC Cllr Adam Dance attended from 8.20pm. SSDC Cllr Crispin Raikes sent his apologies.

Ser Item

283 To receive apologies for absence and to approve the reasons given (LGA 1972s85(1))

Apologies received from Ed Wakely. Innis Finlay also absent.

Resolved. To accept and approve the apologies given

284 Declarations of interest – Members to declare any interest, including Disclosable Pecuniary Interest they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensations that accord with the Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

There were no declarations of interest.

285 To approve and sign as a correct record the minutes of the Parish Council Meeting held on Monday 20th January 2020 (LGA 1972 sch 12, para 41(1))

Resolved. That the minutes of the Parish Council meeting held on 20th January be signed as correct.

286 Planning. Planning Application 20/00119/REM Land rear of Fairview Lambrook Road (Application for reserved matters following approval of 16/04981/OUT for the erection of two single storey dwellings with associated access and parking; to include details of appearance, landscaping, layout and scale). To review planning application submitted and submit appropriate response by 18 Feb 2020

Resolved. No objections, but the following observation – concern as to whether there would be adequate parking, should extensions be made to the properties in the future.

287 Reports.

Highways

It is good to see patching being carried out along Lambrook Road. Cllr Rowswell will flag the pothole near the old village shop to the highways department for repair. There are a few landslips due to the recent weather. It was noted that the drains outside

Middleton's shop now seems to be taking the water away properly. The Clerk said that this had been reported and it would appear it has been dealt with. It was noted that when the drains are swept, the road sweeper does not go down Robins Lane, so the Clerk will ask this to be added to their routine when the road sweeper comes next time.

Action – Parish Clerk

The flooding outside Branston's factory was discussed – it would appear that the bank has slipped. This is under the remit of Seavington Parish Council, so the clerk will ask them to contact highways about this.

Action – Parish Clerk

Lethbridge Recreational Ground Committee

A letter is going to be sent to Wellers Hedleys asking them to go ahead with the Charitable Incorporated Organisation status plus the management letter.

Environment

Cllr reported that Jeff Turner is happy to be one of the environment champions for the village.

Ranger

No issues. The ranger confirmed that he is only undertaking work given to him by the Parish Council.

288 VE Day 75 Celebrations. To update on progress to date

The clerk reported that she has a price for the printing of certificates and will order 100 to be printed, to allow for any errors or additional recipients that we are not aware of.

The clerk has a write up prepared the March edition of the Web magazine, which she will forward to Cllr Martin to put onto Facebook.

Action – Parish Clerk

289 Highways – to resolve what action is to be taken regarding an issue raised by a member of the public concerning heavy goods vehicles using the road into Shepton Beauchamp via Hurcott (Hollow Road).

Resolved. That the highways department be contacted and asked to ensure that the 'unsuitable for heavy goods vehicle' signs were clearly visible. To seek their advice as to whether we could put a tonnage limit on the road.

Action – Parish Clerk

290 Shepton Beauchamp Community-Led Plan (CLP) – to discuss the methodology to be adopted to make a new CLP 2020:

- Village AGM Briefing in May.
- Composition of Steering Committee
- Initial Consultation
- Questionnaire (e-mail & postal (drop delivery)
- Costing & Prioritisation of Projects
- Agree priorities
- Draft Plan
- Final Plan
- Implement the Plan
- Monitoring & Review

Resolved. The Chair highlighted the 'Making the most of Community Led Planning: a best practice guide for local authorities' advice leaflet. It was noted that the most important thing was to get the village buy in, which could only happen at the Village AGM in May when the community would be informed as to what the plans were. A personalised letter will be sent to all leads of the groups in the village to invite them to

make comments on the plan and to send in initial responses to the Parish Council prior to that meeting. **Action – Parish Clerk**

A steering group would then be set up as a separate group comprising members of each group within the village, with Parish Council representation. Once the steering group is set up, then all villagers can be invited to a meeting for their comments prior to compilation of a questionnaire. This questionnaire would then go as an insert in the Web magazine for distribution to each household. It was suggested this would be the July or August issue. Gill Cox to be contacted to let her know that we would like an insert in one of these issues. **Action – Parish Clerk**

Cllr Rowsell noted that other Parish Councils may be doing a similar plan and suggested that we ask a council who is further down the line with the planning to come along to a Parish Council meeting and offer suggestions/help as to how to get villagers to engage with this. The clerk is to ask SALC to send out an email asking for advice from local Parish Councils. **Action – Parish Clerk**

The Chairman said he would speak to the District Council to see if they could offer assistance with the collation of the questionnaire results. **Action – Chairman**

There needs to be an article/poster in the April issue of the Web magazine and also on Facebook and the 'What's on' leaflet, to the effect that the Parish Council is considering a Community Led Plan and anyone interested should come along to the meeting in May. **Action – Parish Clerk / Cllr Martin**

Village Halls – Photographic Competition

To review action taken for the Village Halls Photographic Competition

Resolved. Cllr Joy will liaise with Cllr Martin to find a photo for the village hall committee to submit. The closing date is 15th March. **Action – Cllr Joy / Cllr Martin**

292 Chair of Somerset County Council 'Service to the Community 2020' Award

To review the candidature for nominations for the Chair's Awards for Service to the Community 2020.

Resolved. The closing date is 12th May. It was decided to put an article in the March issue of the Web magazine, also the website and Facebook, as this nomination is open to all villagers. The email to be forwarded to all councillors. **Action – Parish Clerk**

The Chairman will contact the PA to confirm if we can nominate a candidate as a Parish Council. **Action - Chairman**

293 Fives Wall – Clearing of Ivy

To task the Ranger to kill the ivy on the Fives Wall and subsequent removal once dead.

Resolved. To ask the Ranger to kill the ivy on the Pear Tree cottage side. Cllr Martin will let the landowner know and then Cllr Cripps will ask the ranger to remove the ivy.

Action – Cllr Martin / Cllr Cripps

294 Finance.

To review Bank Reconciliation to 25th January 2020 (previously circulated)

To Approve payments:

D.D. Wessex Water – water charges Cowleaze £1.00
D.D. ICO – Data Protection Fee £35.00
Chq 595 HMRC – PAYE January £108.00
Chq 596 PATA (UK) – payroll charges January £7.75
Chq 597 S Davies – clerk salary & expenses £509.19

Resolved. Bank reconciliation approved and signed as correct. Payments agreed and cheques issued. There was a query over the payment to the ICO – the clerk is to confirm what this is for.
Action – Parish Clerk

295 Performance Review of Parish Clerk (Closed to Public)

To carry out an initial Performance Review of the Parish Clerk during her probationary year.

Annex A – Deferred items register

Item 252 – Obtain 2 quotes re MUGA white lining. The clerk to email Cllr Finlay for an update as this was forecast for payment this financial year.
Action – Parish Clerk

Annex B – Official correspondence received

- Buckingham Palace – Jane Bishop was not successful.
 - Letter received from SCC saying they wish to withdraw their lease of the slope which is surprising as they have not acknowledged us as owners.
 - It was noted that Yarlington Housing were selling one of their properties, which unfortunately will reduce the number of social houses within the village.
 - Community Led Housing event – Cllr Lillywhite said she could attend.
 - Somerset Waste Partnership information will be posted on the website & there will be a poster put in the window of the village shop
 - Trading standards communications. It was suggested that one letter per month be put into the web, starting with the one on Scams in March. Also publish them on the website.
- Action – Parish Clerk**

Meeting closed at 9.10 pm