

SHEPTON BEAUCHAMP PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE SHEPTON BEAUCHAMP PARISH COUNCIL

Held on Monday 17th October 2022 at 7.30 pm
In the Village Hall, Middle Street, Shepton Beauchamp TA19 OLQ

Councillors present: Cllr Nigel Wylie Carrick (Chairman) Cllr Sarah Brunt
Cllr Andrew Rowswell Cllr Angie Joy
Cllr Ed Wakely Cllr Clare Lillywhite
Cllr Tim England Cllr Nick Howard

In attendance: Stella Davies (Clerk)

Members of the public: There was 1 member of the public in attendance

District/County Councillors in attendance: SCC Cllr Jo Roundell Greene (arrived: 7.55 pm & left: 8.20 pm)
SCC Cllr Adam Dance (arrived: 7.55 pm & left: 9.00 pm)
SSDC Cllr Crispin Raikes (arrived: 7.30 pm & left: 8.20 pm)

SSDC Cllr Raikes reported that the potential full council had been cancelled and the Area North meeting had been cancelled as no business to transact. Over the last couple of weeks, the SSDC E-Mails had been merged with County, which went reasonably well.

SCC Cllr Dance said he would send his report to the councillors prior to the meetings so that questions could be asked at the meeting. He said his time is being taken up with work on public health. He asked for his report to go onto the website, so that the general public could see it.

Action – Parish Clerk

Public Session:

During the public session the member of the public who was a member of the Events Team outlined what would be involved in preparation of the Laser Display and Bonfire evening and the requirements from the insurance company. The Events Team had sent flowers and a letter of thanks to the family that previously hosted the event.

Ser Item

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

Apologies were received from Cllr Bourn (away)

Resolved. To accept and approve the apologies given.

783. 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 s33 (b-e). (NB this does not preclude any later declarations).

There were no declarations of interest.

784. To approve as a correct record the minutes/decisions of the Parish Council Meeting held on Monday 26th September 2022 (LGA 1972, sch 12, para 41(1)).

Resolved. That the minutes of the Parish Council meeting held on Monday 26th September be signed as correct.

785. To appoint a Chairman for the Recreation Field Advisory Committee

To resolve to appoint a Chairman to the Recreation Field Advisory Committee (as per Standing Order 4 (d) (vi) - appoint the chair of a standing committee).

Resolved. It was agreed unanimously that Councillor Tim England be appointed as Chair of the Recreation Field Advisory Committee.

786. Laser Display and Bonfire at the Recreation Field

To resolve to approve the recreation field as the venue for the laser display and bonfire on 5th November.

Resolved. It was agreed unanimously that the recreation field be approved as the venue for the laser display and bonfire.

787. Flooding Prevention

To resolve what can be done in the village to prevent a recurrence of the flash flooding that was experienced in the summer.

A discussion took place around the use of bags similar to sandbags which contained gel and could be used instantly in the event of flooding. These would be for one time use only. It was thought there may be something kept in the store at the Pavilion that a previous councillor had organised and this will be checked.

Action – Cllr England

It was agreed that the cost of these bags be researched and the results brought to the next council meeting.

Action – Parish Clerk

It was suggested that phone numbers of key councillors be made available, so that they could be contacted in an emergency and use these bags to help as a barricade.

It was mentioned that we need to ensure the gullies are clean. Cllr Rowsell said he had chased SCC about gully cleaning and they said it was in their rota. It was suggested that the Clerk chase both SCC and SSDC about this.

Action – Parish Clerk

An email has been received from a concerned resident about the moving of soil from next to Branstons to behind the china works, both about the slippery roads, but also that the soil that had been moved would go into the drains at the next downpour of rain. It was reported by Cllr Wakely that he had spoken to the landowner, who said the work should be completed by this Wednesday and that he was hoping to wash the road as well. The Clerk will let the resident know when the work will end.

Action – Parish Clerk

It was suggested that the Clerk write to the landowner and ask what plans he had to prevent soil going into the drains.

Action – Parish Clerk

788. Action Plan v3

To review and update the action plan and add additional objectives for the period Nov 2022 – Nov 2023.

Resolved. The action plan was reviewed and was updated as follows:

- (a) The Slope Phase 1 – the timescale was changed to 'ongoing'
- (b) MUGA – this has now been completed
- (c) Parish Council assets – the timescale was changed to April 2023 and the establishing of the Recreation Field Committee as a CIO to be removed as this is now a committee of the Parish Council
- (d) Lethbridge Recreation Field – the timescale of the removal of the west leylandii windbreak to be changed to November 2022 and the resource implication updated to £19,020. The felling of the row of conifers along the south side of the recreation field to remain with a timescale of 2027
- (e) Electric vehicle charging point – timescale to be changed to September 2023
- (f) Communication to parishioners – resource implication changed to £350 and timescale changed to 'ongoing'
- (g) Drop-in surgeries – this item has been completed and will not be carried forward due to lack of attendance
- (h) Road Safety – this has been partially resolved regarding the issue of the double yellow lines and the mirror on Love Lane. Looking at the safety around the school road crossing including a 'children crossing' sign to be added to the objectives
- (i) Website improvement – the timescale to be changed to April 2023
- (j) Local Council Award Scheme – the timescale to be changed to April 2023

The Action Plan is to be updated accordingly

Action – Parish Clerk

789. Routine Arborist Tree Inspection

To resolve whether to undertake a routine tree inspection every 3 years in the Recreation Field, Cowleaze, The Platinum Jubilee Garden and the allotments

Cllr England thought that when LCNs came into existence, there may be a shared resource that could be used.

It was agreed that the arborist should ideally be located within 1 ½ hours radius from Shepton Beauchamp.

Resolved. It was unanimously agreed that a routine inspection be carried out as soon as possible and then every 5 years. The Clerk is to obtain 3 quotes.

Action – Parish Clerk

790. Finance

To review the Bank Reconciliation to 30th September 2022 (previously circulated).
To approve the schedule of payments totalling £1,110.60 (previously circulated)

Resolved. The Bank Reconciliation to 30th September was approved and signed as correct by a non-bank signatory. The payments were approved and cheques issued.

791. Quarterly Budget Report for Quarter 2 *For information only*

The Clerk presented the budget report for July – September, which was reviewed by the council.

792. Grant Awarding Policy v1

To approve and re-adopt the Grant Awarding Policy and to change the review period in line with the annual meeting of the council (next review date May 2024)

Resolved. That the Grant Awarding Policy v1 be approved and re-adopted and the review date set to May 2024.

793. Privacy Notice v1

To approve and re-adopt the Privacy Notice v1 and to change the review period in line with the annual meeting of the council (next review date May 2024)

Resolved. That the Privacy Notice v1 be approved and re-adopted and the review date set to May 2024.

794. LCN Conference

To provide feedback on the recent conference held in Yeovil

Resolved. The Chairman provided feedback from the conference. The presentations from the day have been requested and when they are received will be circulated to the councillors. Cllr Dance said that more work would be devolved to the LCNs as time went on, for example planning. He said they were pushing for the LCN meetings to take place in the evenings to enable all representatives to attend.

795. Piece Lane open meeting 31st October

To confirm if a councillor should attend the meeting.

The Clerk reported that she had been in communication with the development company and that they were going to carry out a leaflet drop in the nearby houses, see if they could leave leaflets in the pub, shop and school and on the village Facebook page.

Resolved. Cllr Lillywhite confirmed that she would attend the drop-in session.

796. Report from Clerk/RFO. *For information only*

The Clerk reported that SCC were in contact about the Parish Council opening up a 'warm space' this winter for vulnerable villagers to use. As the Parish Council do not own the village hall, she had contacted the Trustees to see if this was something that they were considering and she is awaiting a reply. Cllr Dance mentioned there would be a payment of up to £1,000 available if a warm space was being opened up. Cllr Joy mentioned that Buttle Close were considering opening up their communal room and it was agreed that this would be a warmer space than the village hall. She had also mentioned to the pub about starting their lunchtime offer once a week for older residents.

The Clerk mentioned that Tom in the village was running the John Halsey Breakfast Club once a month in the village hall which was going really well and about 16 gentlemen attended, many of whom live on their own, so it was a nice warm social environment for them.

Cllr Joy mentioned that she and Tom would be offering the Christmas Lunch to the older residents in the village hall again and for those that could not attend then offer a 'meals on wheels' service – in previous years due to Covid it had been a 'meals on wheels' service.

Allotments – there were now 2 vacant allotments at the moment. She had also received a note about the lack of water available, although another allotment holder said that water had been available 90% of the time. Cllr Brunt said that due to workload they could not always fill the bowser immediately. It was agreed that the supply of water was not part of the contract. At this point Cllr Dance said that South Petherton did not have water available for the allotment holders.

Telephone Box repairs – there was an issue with the welder who carried out the repairs being paid by the lorry company who damaged the phone box. The Clerk said she was chasing the company on behalf of the welder and has contacted both SALC and our insurance company for advice. As part of our insurance policy, we have legal expenses cover and so they have been contacted. The lorry firm were phoned again today and promised payment this week. It was unanimously agreed that if payment is not forthcoming, then the Parish Council should pay the welder and then go through small claims court to recover the cost.

Action – Parish Clerk

797. Reports. For information only

Highways

Nothing new to report. Cllr Lillywhite mentioned that on the lane opposite Great Lane the trees were hanging very low from the right-hand side. This needs to be reported to Highways.

Action – Parish Clerk

Cllr Rowswell said he had reported that the gullies needed cleaning and was told that they were on a rota. It was suggested that this be reported again to Highways and they should be asked how often they are checked.

Action – Parish Clerk

Lethbridge Recreational Ground Committee

Cllr England reported that the first meeting would take place on 24th October. He was meeting with the Chairman and Treasurer of the old committee prior to that for a handover of any outstanding items. The Clerk mentioned that she needed to revise the Terms of Reference as she had been in contact with SALC who had suggested changes to them.

Environment/Climate change

Nothing to report

Ranger

The footpath by the allotments had been cleared and all brambles had been removed. He will be looking at the drains on Upper Silver Street as had been requested by a resident. Cllr Lillywhite asked if clearing the footpath that goes up past Mountfields could be added to his scheme of work.

Action – Cllr Wylie Carrick

Allotments

Nothing to report.

Cowleaze

Nothing to report.

Footpaths

Nothing to report, other than the issues around dog fouling.

798. Annex A – Deferred items register

This was reviewed.

Meeting closed: 9.00 pm