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WEST BUCKLAND PARISH COUNCIL

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The minutes of a meeting of the Parish Council held on Tuesday 23rd February 2016 in the Committee Room, West Buckland Village Hall at 7.30pm.

Present: Cllr's Mrs M Blogg (Chair), D Lacey, Mrs C Hannath, D Mitton, C Rayson and C Silverlight.

In attendance: County Cllr R Henley and the Clerk Mrs J Larcombe.

140/02/16. To accept apologies for absence. Apologies were accepted from Cllr J Nutt. Apologies were received from PCSO Cridlin and PCSO Fyne.

141/02/16. Disclosure of interest in items on the agenda. Cllr Lacey disclosed a personal interest in planning application 46/16/003 because he is a friend of the landowner.

142/02/16. To agree the minutes of the meeting held on 26/01/16. The minutes were agreed as a true record of the meeting and they were duly signed by the Chairman.

143/02/16. Matters arising from the minutes not covered by the agenda. Cllr Mitton reported he had attended a meeting of Wellington Town Council during which an application for grant funding from West Buckland Friendship Group had been discussed. The Friendship Group was advised to ask their own Parish Council about grant funding. Mr Cottle, Chairman of the Friendship Group, has contacted the Clerk who advised him a form would need to be completed and the groups accounts would need to be submitted. She explained to him the Council would need to look at proof of need and how a grant would benefit people in the parish. Only about a quarter of the group's members live in the parish. Mr Cottle has decided not to apply at this point. At a future meeting the Council will discuss its criteria for grant funding to other organisations in the parish and the application process.

144/02/16. County Cllr Report. It was agreed to add this item at this point. Cllr Henley referred to the SCC consultation on the No 20 bus service. Fifty five people made representations. The recommendation is that all SCC subsidy is withdrawn and this is against the wishes of Cllr Henley, the local member. The service is cross subsidised by DCC and Cllr Henley has made representations to them. Cllr Henley has done a letter drop in the area and said he was surprised how many people came out to speak to him and said they used this bus service. Cllr Mrs Blogg noted that most of the route is in Devon. The bus company could decide to continue to run the service without the SCC subsidy. Cllr Henley reported he had been contacted by people who were frustrated about the time it was taking BT to repair a fault which meant ninety phones in the village and surrounding area were not working and had not been working for several days.. He contacted the BT Chief Executive's office to find out what was being done about the problem and to ask for it to be dealt this as soon as

possible. The delay has been caused because a ditch at the side of Hockholler Lane has to be dug up to replace a section of cable and BT has had to apply for a temporary road closure notice. Work has started today and the fault is expected to be repaired by the end of the week, if not sooner.. The Clerk now has contact details if any more enquiries need to be made about this fault. Cllr Henley was a judge at an Inter Schools Public Speaking Competition and a child from West Buckland had won a prize.

Cllr Henley left the meeting.

145/02/16. Democratic Period. There were no members of the public.

146/02/16. Planning:

a) To consider any Planning Applications received by the Parish Council prior to the meeting.

46/16/0002 Demolition of the garage, erection of a detached oak framed double garage and alteration to driveway at Robin Hill, Orchard Gardens, West Buckland.

Applicant: Mrs C Capell.

Cllr Mitton noted the comments from the Landscape Officer about resiting the garage to protect the Oak tree.

Comment: West Buckland Parish Council has no objections to the granting of approval.

46/16/003 Relocation of LPG refuelling units at 21 Knights Road, Chelston Business Park.

Applicants: Countrywide Farmers PLC. Cllr Lacey declared a personal interest.

Comment: West Buckland Parish Council is concerned about the effect lighting for this site might have on adjacent residents. There is not enough clarification on the application.

b) To receive decisions from planning applications determined by TDBC.

46/15/0042 Outline application with all matters reserved for the erection of a detached dwelling in the garden of Fairway, Orchard Gardens, West Buckland.

Decision: conditional approval granted.

c) Update on planning enforcement matters reported to TDBC. The Clerk has received the following update from Mr Horan, TDBC Planning Enforcement Officer:

E/0010/46/16 - Gerbestone Manor Farm. This matter is still under investigation and a site inspection is scheduled for later this week. The building only has permission as an agricultural building and the photographs I have seen do appear that it is residential in nature. I will be able to update you after I have inspected the site.

E/0014/46/16 - Blackdown Garden Centre. I have received an update from the operator of the site and there have again been delays getting the work done. I am seeking advice from the Country Highways before considering what action is required. I will let you know once we have made a decision on this issue.

E/0026/46/16 - The Old Haybarn, Morrishes Farm. This site is scheduled for inspection in the next week. I will be able to update you after this time

d) Any other planning matters. 46/15/0041 Erection of a temporary agricultural workers dwelling adjacent to Lakeside Free Range Egg Production Unit, Gerbestone Lane, Wellington. This application has been withdrawn

The TDBC Planning Training Session on highways considerations, postponed in December, will now take place on March 15th. Cllr Mitton will attend. Cllr Lacey will also try to attend.

147/02/16. Highways.

a) To report on work carried out by the SCC Highway Department and to receive reports on work that is needed. The sides of the road are breaking up at Silver Street.

b) Matters arising from previous meeting

- **Speeding & other traffic issues affecting the school – further correspondence from PCSO Fyne and Mrs MacGregor.** Mrs MacGregor has responded by email to clarify matters. Her initial conversation with PCSO Fyne was around parking issues and drivers not taking sufficient care when driving past the school, particularly at dropping off and picking up times. One manifestation of this is that a significant number drive too fast for the conditions ie many when cars are manoeuvring rather erratically and lots of children are milling about, but also there is the issue of inconsiderate and unsafe parking, and turning in such a way that the congestion is worsened. There is a limit to the extent to which she can influence these drivers. She reminds all parents at regular intervals via the school newsletter and speaks to individuals but says there will always be a minority who feel that they are exempt. There is no doubt that at other times some drivers exceed the 20 mph speed limit but, whilst this is obviously worrying, it is lower on her list of concerns since the children are by then safely in school. In the course of conversation, She commented to PCSO Fyne that a flashing sign might be helpful and that a neighbour had also suggested this. She hasn't however made an application to anyone for one of these. The original suggestion came, she believes, from the SEU. Her priorities at the moment are for drivers to park safely and courteously and for drivers to take due care when passing the school at these very busy times, whether or not they are observing the speed limit. As has been seen in the past, a police presence occasionally outside school does seem quite effective in achieving this, at least for a while. She does appreciate everything that is being done to help but feels it is important to focus on the most pressing problem. The Council recognise the problem and note where Mrs MacGregor is at the moment.
 - **Response from Highways regarding water/ice problem on Sawyers Hill.** Dennis Quick has emailed Cllr Mrs Blogg to say he has checked the highway records and it is recorded as highway back to the boundary wall of West View. He will send out a standard hedge /vegetation letter requesting the Leylandii trees are cut back and the stone are removed for safety considerations. The issue of surface water coming down the track way will be looked at again during the next financial year, initially he would like to place a new drain across the road and then when budget is available take a drain up the road to the entrance to the track way.
- b) At the request of Cllr Silverlight - to consider whether 'Blackmoor' village signs are needed and, if so, how they will be provided.** To be discussed under item 152/02/16.
- d) Any other highways matters.** No other highways matters.

148/02/16. To receive reports from:

- a) Police.** PCSO Cridlin circulated the Police report for January by email at the beginning of the month. There were twenty Police logs for the beat in January. The report said a man was reported cold calling dropping gardening leaflets in West Buckland. This person was simply putting leaflets about his gardening service through letterboxes and was not cold calling.
- a) Village Hall Committee.** Cllr Hannath reported the thermostat has been replaced on the boiler but as the boiler is now sixteen years old it might soon need replacing. The hall and the toilets have been painted but there is some more painting to do and this will be done in the school holidays. Due to the field being so wet children were playing ball in the car park and there were ball marks on the windows. When these were pointed out to the children they willingly moved to the surfaced area on the playing field. The Village Hall Committee are collecting second hand books in good condition for their stall at the fete.
- b) Cllr Mitton on the 'Being Effectively Insured & Risk Assessed' training session.**

Cllr Mitton reported on the training session he had attended with Cllr Mrs Blogg. Insurance companies are looking to reduce payouts by encouraging customers to identify actions from risk assessments in a timely manner. Their advice is to apply common sense to risk assessments. The following points were noted as a result of the training:

- Lone working risk assessments should be carried out for volunteers and councillors as well as staff.
- Anyone using the Playing Field for an event should have public liability insurance and a risk assessment. There is concern about the use of bouncy castles due to the risk of suffocation and often insurance companies will not cover their use. The Fete Committee will be asked to request permission to use the Playing Field for the fete and they will need to provide public liability insurance and a risk assessment. The Council needs to get a sign saying the field is owned by them.
- Councillors and volunteers should be covered under the Council's Employer's Liability insurance. This is usually restricted to the age range of 16 years to 90 years. The Clerk will check the policy. There should be proper risk assessments for any activity.
- The PPLO is covered by SCC when working on footpaths shown on the definitive map. SCC needs to have a list of volunteers working on footpaths to cover them under their insurance.
- Trees need to be checked occasionally by a qualified person to make sure they are not hazardous.
- To grit or not to grit. Suing is unlikely if it has been done carefully. Anyone using de-icing material is using it at their own risk.
- Risk cannot be eliminated but it can be reduced
- Risk assessments should be reviewed annually and kept on file.
- Any problems at the play area should be dealt with immediately or, if the procedure is to deal with after discussion at a meeting, then it should be dealt with that way.
- Cllr Mitton and Cllr Mrs Blogg will meet at the play area to consider risk.

c) Cllr Mitton to speak on Village Agents. Cllr Mitton explained the Community Council for Somerset obtained funding from the government for Village Agents as a pilot scheme in 2012. There are now 22 Village Agents dealing with clusters of Parish Councils and covering 180 parishes in Somerset. West Buckland is not in a cluster but is surrounded by clusters. Nynehead is in one. Village Agents are paid, part time, highly trained and live in their 'clusters'. They help to bridge the gap between isolated, excluded, vulnerable and lonely individuals and statutory and/or voluntary organisations which offer specific solutions to identified needs. Village Agents work with all ages dealing with a wide variety of issues, although a considerable number of their clients are elderly and involves social care issues. Helping to solve these problems may, ultimately, help the elderly to remain living independently for longer. Village Agents also have the role of helping to shape services by feeding back to the appropriate body information about gaps in service e.g. transport provision. They can also motivate and support a community to respond to a local need by working together to address issues. There are some good relationships with Parish Councils but others are non-existent. Some Parish Councils feel they interfere and some feel they help because they are trained.

e) Any Other Reports. No other reports.

149/02/16. Finance

a) To agree and authorise payments. It was resolved to make the following payment:
Mrs J Larcombe - £230.54 Clerk's salary and expenses (Chq no 1306)

b) Renewal of membership of the Somerset Playing Fields Association. It was agreed to renew the Council's subscription to the Somerset Playing Fields Association. The cost is £15.00 (Chq no 1305).

c) To note the date for the internal audit of the 2016-16 accounts. Ken Abrahams, South & West Internal Audit, has made an appointment to carry out the internal audit on 13th May. He has sent a list of the information he will require and a questionnaire to complete. It is hoped to send some of the information in advance of the appointment. The Clerk advised the Council they should have an Anti-Fraud and Corruption Policy. A draft policy will be brought to the next meeting. The Council will also review its Business Risk Assessment at the next meeting.

d) To review the effectiveness of the internal audit. The Clerk had circulated a report prior to the meeting and this was agreed and signed by the Chairman.

e) Update on applying for grant funding for a defibrillator. The British Heart Foundation has closed its funding scheme for this financial year. The Clerk will submit an application at the start of the new financial year. Cllr Mrs Blogg is having difficulty in getting a response from the SW Ambulance Trust. It was agreed that she would contact the Community Heartbeat Trust for advice about the models the Council could consider purchasing.

f) To note response from West Buckland PCC following request from the Parish Council for a meeting to discuss the newsletter. To further discuss grant funding for the newsletter and how the Council could improve communication with the Parish. The PCC has asked for some suggested dates for the meeting. The meeting will be held at the Village Hall and Cllr Mrs Blogg will find out when the hall is free. The Clerk will attend the meeting.

150/02.16. Playing Field

a) To discuss the condition of the field, particularly around the dog bin, following the long period of wet weather. The whole field is very wet due to the prolonged period of wet weather and this has led to it becoming slippery in places. The Council cannot do a lot at the moment and the problem will be resolved when the weather improves. Now the hours of daylight are lengthening, and Spring is getting closer, the field will dry up quicker when the rain stops.

b) To discuss the arrangements for grass cutting for 2016/17. It was agreed to continue using Heathfield Garden Contractors as a good, value for money service is provided. The Council will need to look for a successor in the next few years. The invoice for the hedge cutting has still not been received.

c) Any matters to note. There were no matters to note.

151/02/16. Footpaths:

a) To note the receipt of new A3 Parish Footpath maps from SCC. Six new maps have been provided for the council

b) Any matters brought forward. Mr Gould has resigned as PPLO due to lack of time. Cllr Mrs Blogg has thanked him for all the work he has carried out. Cllr Mitton expressed an interest in taking over this role. He is the PPLO for Wellington and would need to give that up before taking on the role in West Buckland, if that was agreed. Cllr Silverlight said he was interested in looking after some footpaths in his area. A piece will be put in the newsletter asking people if they are interested in adopting a footpath. SCC has a scheme for people to adopt a footpath and if they sign up to this they are covered by SCC's insurance. A decision will be made on appointing the PPLO at the next meeting.

152/02/16. To discuss the problem of litter and fly tipping on Buckland Hill. Cllr Silverlight has been collecting litter when walking his dog on Buckland Hill. The litter is mainly fast food wrappers, sweet packets, cans and bottles. The litter keeps reappearing and is an ongoing

problem. From time to time there is also fly tipping. Cllr Silverlight asked whether signs would help. The Council recognised that litter and fly tipping are an ongoing problem on Buckland Hill. The matter was brought to the Council's attention on more than one occasion when Mrs Biffen was a councillor and her husband had been collecting litter on Buckland Hill. The Council would have to pay for any signs and councillors felt signs wouldn't work and might make the situation worse by antagonising people.

153/02/16. To agree who will attend a Parish Briefing on the Electoral Review of Taunton Deane on February 29th at 4.30pm at The Deane House. It was agreed that Cllr Mitton would attend as the Council's representative.

154/02/16. Correspondence and items of interest. There were no other items of correspondence. The Clerk has updated the Council's pages on the parish website. She has also updated some of the other pages. Other organisations will be asked to review their information and update it. The Village Shop will be offered a page on the website.

155/02/16. Any urgent business at the Chairman's discretion (Not for Decisions). There was no urgent business.

156/02/16. Date of the next meeting, The next meeting will be held on Tuesday 29th March at 7.30pm.