

WEST BUCKLAND PARISH COUNCIL

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The Minutes of a Meeting of the Parish Council held on Tuesday 26th July 2016 in the Committee Room, West Buckland Village Hall at 7.30pm.

Present: Cllr's Mrs M Blogg (Chairman), Mrs C Hannath, D Mitton, J Nutt, C Rayson and C Silverlight.

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

39/07/16. To accept apologies for absence. Apologies were accepted from Cllr Lacey.

40/07/16. Disclosure of interest in items on the agenda. There were no disclosures.

41/07/16. To agree the minutes of the meeting held on 28/06/16. With a spelling correction in item 30/06/16 a) the minutes were agreed as a true record of the meeting and they were duly signed by the Chairman.

42/07/16. Matters arising from the minutes not covered by the agenda. There were no matters arising.

43/07/16. Democratic Period. No members of the public present.

44/07/16. Planning:

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

46/16/0009 Installation of a car wash with access roads thereto constructed on site on land at Blackdown Garden Centre. Wellington Road, West Buckland. Applicant: Mr M Hassall. Comment: West Buckland Parish Council recommend refusal because they are concerned that additional development will further exasperate the highway safety issues connected with this site and its entrance onto the A38. Until Condition 04: implementation and completion of highway works of application 46/12//0007 is complied with no further development should be agreed. The Parish Council ask that these comments are passed onto Somerset County Council's Highways Department to comment on, and for SCC's comments to be passed to the Parish Council. West Buckland Parish Council also object to this further change of use within the Garden Centre.

46/16/0015 Erection of an industrial unit (B2/B8) on land adjacent to Unit 5B and 5C Castle Road, Chelston Business Park. Applicant: Mr J Wood.

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

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

46/16/0012 Removal of conservatory and erection of rear lean-to extension and first floor side extension over porch and entrance hall at 13 Peacocks Close, West Buckland.

Decision: conditional approval granted.

c) Update on planning enforcement matters reported to TDBC.

The Council is still waiting to receive planning applications in respect of the change of use for Robinson's Smokehouse or the contravention of a planning approval at Gerbestone Manor Farm. It was reported that Mr Robinson is now selling vegetables. The Council want to know when some action will be taken. The Clerk will contact Mr Horan, TDBC Planning Enforcement Officer.

d) To note changes to the system for providing copies of planning applications to Town and Parish Councils by TDBC. The majority of applications are now submitted to TDBC online and this number continues to increase. Historically TDBC has spent time printing entire copies of applications for Parish Councils, including the plans and all supporting documents. It has now been decided they will reduce the amount they send to Town and Parish Councils, in order to speed up this early part of the process and also to allow TDBC to re-invest that time in speeding up the processing of comments when they are received back from Parish Councils and members of the public. For most planning applications they will now only send paper copies of the application forms and application (printed to A3 size only) with all other supporting documents and reports being available to online. For very large applications they are usually able to request paper copies of the entire application documents for Parish Councils from the applicant and will continue to do this as they believe that this can be helpful in providing local access to information.

e) Any other planning matters. No other planning matters.

45/07/16. Highways.

a) Matters arising from previous meeting/s

- **Removal of BT phone box.** BT Payphones have given Cllr Mrs Blogg's phone number to the contractor who will be removing the phone box so they can contact her the day before they arrive, to arrange for cones to be put in front of the phone box to prevent parking.
- **Request for removal of redundant brown tourist signs.** No update.
- **Guidance on maintenance of finger post signs.** SALC circulated the Clerk's email request for information about refurbishing finger post signs to other Councils in Somerset. She has received a number of responses from other Clerks and Councillors, which indicates there is a lot of interest in refurbishing finger post signs. SCC is preparing guidance. One or two Councils have paid a contractor to refurbish a finger post sign but this is understood to have cost in the region of £500.

b) To note any highway defects to report to SCC. It was reported that speed limit signs by Orchard Croft and a 'Not suitable for HGV's' sign on the road to Blackmoor from the motorway are being obscured by overgrown vegetation.

c) Highways Audit for West Buckland village. The Clerk has received an email from Albert Ward, Principal Travel Planner for SCC who previously worked as School Travel Team Leader until the function was withdrawn. He is unaware of anyone working directly with schools with relation to travel planning at the moment. As a first step he suggested contacting the school to ask them if they have updated their travel plan. This was first produced in 2008 and he felt it was a good time to update it given the issues being experienced. The Council can look at which measures worked and can consider whether any others can be implemented. He offered to find a copy in the archive to use as a basis for the update if the school does not have one. The school is on holiday until September and the Clerk has not received a reply to her request for a copy. County Cllr Henley agreed

to contact Jo Sharp, Highways Officer, to ask her to meet with the Chair and Clerk to discuss the highways issues in the village.

d) **Any other highways matters.** SCC has informed the Council about two planned temporary road closures. On the 23rd August for three days, traffic will be prohibited from proceeding along Ham Road from 365metres south eastwards from the junction with East Nynehead Road, south eastwards for 20 metres. This is to allow Wessex Water to carry out planned work. There was also information about a road closure in Pitminster.

46/07/16. To receive reports from:

a) **County Councillor.** Cllr Henley said sadly there are no improvements on offer from SCC for the bus service. The new service started yesterday. All the people that signed the WI petition have received copies of the new timetable. The new timetable has also been placed in the small notice board on the bus stop. The Chair said the details would be put on the village website and on the notice board. The 22B service is a slinky bus at the moment and it reported to have been in the village from 8am.

Cllr Henley left the meeting.

b) **Police.** The Police Report for June 2016 was circulated by email at the start of the month. There were 38 Police logs for the month /from the beat.

c) **Village Hall Committee.** Cllr Mrs Hannath reported that quotes are being obtained for the replacement of the boiler. The boiler will be replaced during the school summer holiday. The annual electrical inspection has been carried out and no further work was required..

d) **Any Other Reports.** No other reports.

47/07/16. Finance

a) **To agree and authorise payments.** It was resolved to make the following payments:
Play Safety Ltd - £100.80 annual inspection of play area (Chq no 1324)

Mrs J Larcombe - 234.62 Clerk's salary and expenses (Chq no 1325)

b) **Review of Spending v Budget 1st April to 30th June.** The report was noted.

c) **Recommendation from Task & Finish Group on review of Clerk's hours.** It was resolved that due to the confidential nature of this matter the meeting would move into Part 2 for this item.

d) **To discuss West Buckland Parish Council's policy on giving grants.** The Clerk has been looking at other Council's policies. She will put together a draft for discussion.

e) **To consider an application for a grant towards the cost of producing the Community Newsletter from West Buckland PCC.** This item was deferred until the next meeting. Under the Transparency Code all papers to be discussed at a Parish Council meeting should be put on the website with the agenda. The Clerk will find out whether this includes financial information from the organisation requesting a grant.

48/07/16. Playing Field:

a) **Any matters to report from inspections carried out during the month; any actions taken or to be taken as a result.** It was reported that the goal posts are wobbly and this has been included on the monthly inspection sheet.

b) **To discuss the Rospa Playing Field Inspection Report and agree any work required.** Councillors held a site meeting in the Playing Field, prior to the meeting, to consider the comments in the report. A missing nut and bolt in the fencing and a small buffer on a gate will be replaced. The Council will investigate how to best carry out temporary repairs to the surfacing while considering re-surfacing in some areas in the longer term.

c) **To discuss a proposal to replace the existing goal posts.** It was agreed to replace the goal posts. The Clerk will obtain information.

d) Any matters to note following use of the Playing Field for the Village Fete. The fete was a great success and was enjoyed by a lot of people. The event was well run and the field was left in an immaculate condition. Cllr Mitton produced a risk assessment for the event and the Fete Committee can use this as a template in the future. The Parish Council needs to be sure that any events held on the playing field are well organised, are covered by public liability insurance and the necessary licences otherwise it could find itself becoming liable if there was an accident.

e) To discuss producing a written policy for use of the Playing Field and consideration of a draft Event Plan template. It was agreed that the Council would produce a policy for use of the playing field. This will include a list of the information the Parish Council will require if an event is planned on the field. Cllr Mitton's draft Event Plan template has been circulated to councillors. If anyone has any comments they should send them to the Clerk.

f) Any other matters to note. No other matters to note.

49/07/16. Footpaths: any matters brought forward. No matters brought forward.

50/07/16. To discuss the new bus service provision for West Buckland. This was discussed under the County Cllr Report, item 47/07/16 a).

51/07/16. Defibrillator. To discuss governance requirements and responsibilities. The Clerk has contacted the Community Heartbeat Trust (CHT) for advice and has received information about the most suitable models of defibrillators and stainless steel cabinets. Once the defibrillator is in place the defibrillator will have to be checked on a regular basis to make sure it is working and records of these checks will have to be made. Cllr Silverlight is willing to carry out checks. The CHT has designed and implemented a full governance system with online facilities for the reporting of site checks, defibrillator deployments and more. This is called WebNos™(Web based notification system). In completing these checks and having full governance this addresses the potential vicarious liability issues. Copies of successful Awards for All grant application forms have been emailed to the Clerk to help her complete an application form to try to get funding for West Buckland.

52/07/16. To note any progress on forming a speed check group in West Buckland. Another volunteer has come forward to join the group. It is hoped the group will soon receive training.

53/07/16. To discuss the TDBC Electoral Review Consultation and agree a response. Following the initial consultation the Commission is minded to recommend that 43 councillors should be elected to Taunton Deane Borough Council in the future. It is now inviting proposals to help it draw up a pattern of wards to accommodate 43 borough councillors. In drawing up a pattern of electoral wards, the Commission must balance three criteria, which are set out in law, namely:

- To deliver electoral equality where each borough councillor represents roughly the same number of electors as others across the borough.
- That the pattern of wards should, as far as possible, reflect the interests and identities of local communities.
- That the electoral arrangements should provide for effective and convenient local government.

The Parish Council would like the Monument Ward left as it is because it has 20% more electors than other wards. If changes are made the parish should not be split into more than one ward. Cllr Mitton agreed to write the response and will send it to the Clerk.

54/07/16. Correspondence and items of interest . The following correspondence was noted:
TDBC – Rural Priority Areas Survey. Responses need to be submitted by 30th September.
Information will be circulated to councillors before the next meeting.

55/07/16. Any urgent business at the Chairman’s discretion. There was no urgent business.

56/07/16. Date of next meeting. The next meeting will be held on Tuesday 30th August at 7.30pm.