

## WEST BUCKLAND PARISH COUNCIL

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### **The Minutes of a Meeting of the Parish Council held on Tuesday 25th October 2016 in the Main Hall, West Buckland Village Hall at 7.30pm.**

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

**In attendance:** the Clerk, Mrs J Larcombe.

**92/10/16. To accept apologies for absence.** There were no apologies.

**93/10/16. Disclosure of interest in items on the agenda.** There were no disclosures.

**94/10/16. To agree the minutes of the meeting held on 27/09/16.** The minutes were agreed as a true record of the meeting and they were duly signed by the Chairman.

Cllr Lacey joined the meeting at this point.

**95/10/16. Matters arising from the minutes not covered by the agenda.** There were no matters arising.

**96/10/16. Democratic Period.** There were no members of the public.

#### **97/10/16. Planning:**

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

46/16/0026 Construction of first floor to be used as storage/office space at ProCo STS Ltd, Unit 3A and 3B Castle Road, Chelston Business Park, Wellington. Applicant: Mr P Hyde. Comment: West Buckland Parish Council support the granting of approval.

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

46/16/0019 Change of use from C3 (dwelling house) to C2 (residential institution) for use as office and training centre associated with adjacent nursing home at Hamlands, Ham, Wellington. Decision: conditional approval granted.

46/16/0020 Erection of detached garage with store over to the north of Willow Lodge, Gerbestone Lane, West Buckland. Decision: conditional approval granted.

**c) To note the response from Karen Wray, TDBC Planning Officer for application**

**46/16/0024.** Karen Wray thanked the Parish Council for their response to application 46/16/0024 and said she must continue to determine the application accordingly within her statutory timescale. The comments of the Parish Council which relate to other alleged breaches of planning control at the site not relevant to the proposed building have been forwarded to her enforcement colleagues and will be investigated by them separately to this

planning application. The Council is concerned there was a discrepancy in what was approved and what was built and this might favour retaining the building. The Clerk will email Ms Wray and ask her to give a full response.

**d) To receive a report from the planning training session attended by Cllr Silverlight.** Report attached. Cllr Mitton referred to Cllr Silverlight's comment that the Parish Council needs to consider whether a Neighbourhood Plan is necessary and said TDBC has agreed its Core Strategy, which the Parish Council should be aware of. Cllr Mitton added he was not sure about the benefit of West Buckland preparing a plan and referred to land allocations in the Local Plan. Cllr Silverlight said he would like to leave it a bit longer before booking to attend the next planning training sessions

**e) Any other planning matters.** TDBC has arranged a Planning Training session for Tuesday 29<sup>th</sup> November at 6pm and the topic will be heritage issues. This is the same night as the next Parish Council meeting.

#### **98/10/16. Highways.**

**a) Matters arising from previous meetings**

- **Removal of BT phone box.** No update.
- **Request for removal of redundant brown tourist signs.** No update.

**b) To note any highway defects to report to SCC.** Cllr Mrs Blogg reported she had received a verbal complaint from a parishioner who was unhappy with the way the hedge had been cut on Crown Hill between Valley Cottage and the steps leading to Lee Park. This person had already complained to the Highways Department and was not happy with the response he received. Cllr Lacey pointed out the contractor who had cut the hedge was only contracted to take 2 swipes of the hedge.

**c) Update on Highways Audit.** There was no update. The road markings close to the school have not been reinstated yet.

**d) Any other highways matters.** The road has been marked beside West View and this is thought to be for the planned work to put in gullies to divert the water which runs across the road. Drains along the A38 are being jetted.

**e) Update on possible contractor/s to carry out work for the Council.** Cllr Lacey is still waiting to hear whether the contractor used by Bishops Lydeard Parish Council would be able to do some work for West Buckland. The contractor used by Bishops Hull has moved out of the area.

#### **99/10/16. Finance**

**a) To agree and authorise payments.** It was resolved to make the following payments. Heathfield Garden Contractors - £432.00 grass cutting and strimming in the playing field, Dyers Close and Church Drive (Chq no 1336)

Mrs J Larcombe - £377.08 Clerk's salary and expenses, part from September, (Chq no 1338)

Mrs J Larcombe - £844.80 in respect of online payment to Stadia Sports (Chq no 1339)

Mr J Stanworth - £430.00 grass cutting and strimming in various locations (Chq no 1341)

Cllr C Silverlight - £21.96 mileage claim for planning training session at Somerton (Chq no 1342)

GB Sports and Leisure UK Ltd - £32.40 spare parts for play area fence (Chq no 1343)

**b) To agree to purchase a Remembrance Wreath for Remembrance Sunday.** It was agreed to purchase a Remembrance Wreath and a cheque (no 1337) for £22 made out to the Royal British Legion was signed.

**c) To agree the grant towards the upkeep of the Churchyard.** It was agreed to pay a grant of £1250.00 to West Buckland PCC towards the upkeep of the churchyard in West Buckland (Chq no 1340).

**d) To note Spending against Budget for 01/04/16 – 30/09/16.** The report was noted.  
**e) Government consultation on capping local council precepts.** The following questions were considered.

Question 4: Do you agree that referendum principles should be extended to larger, higher-spending town and parish councils in 2017/18 as set out in paragraphs 3.3.3 to 3.3.4?

Question 5: Do you agree with the proposed approach to take account of the transfer of responsibilities to town and parish councils as outlined in paragraph 3.3.5?

Question 6: Do you agree with the suggestion that referendum principles may be extended to all local precepting authorities as set out in paragraph 3.3.6? If so what level of principle should be set?

Question 7: Do you have views on the practical implications of a possible extension of referendum principles to all local precepting authorities as set out in paragraph 3.3.7?

It was agreed that the Council's response to all 4 questions was no. The Clerk will respond on behalf of the Council.

Cllr Mitton had circulated Fivehead Parish Council's correspondence with their MP regarding the effect introducing capping all Parish Council precepts would have on them. It was agreed to write to Rebecca Cox MP using Fivehead Parish Council's letter as a template.

**f) Plans for preparing the 2017/18 budget and precept request.**

#### **100/10/16. To note reports from:**

**a) Police.** The Police Report for September was circulated by email earlier in the month. There were 30 logs for the Beat for September. The Police are now referring some cases to Gary Larsen, new Village Agent, for additional help and support if they need it. Training is now being arranged for the Speedwatch volunteers.

**b) Village Hall Committee.** Cllr Mrs Hannath's report was circulated prior to the meeting. She reported that conditions of hire came up regarding Risk Assessment Insurance. Colin will clarify with them and let us know at next month's meeting. The taps in the kitchen have been repaired again but will eventually need replacing.

Vickie Harrison and Julie from Village shop will both have stalls at Christmas Fayre in December. Fete Committee in a make or break situation. Will be holding an emergency meeting next Tuesday, 11th October in the hope they get some more people interested in helping to run it next year. Colin will contact Probation Service re: the painting of the outside of the Village Hall.

The news of the proposed defibrillator was well received.

**b) SALC AGM.** Cllr Mitton's report was circulated prior to the meeting (report attached). At the meeting he added SALC was trying to be as transparent as possible and all councillors should have access to the SALC website. The Clerk gave the login and password details to everyone and warned them the login process often involved having to login twice. Cllr Mitton said SALC was trying to improve the process.

#### **101/10/16. Playing Field:**

**a) Any matters to report from inspections carried out during the month; any actions taken or to be taken as a result.** The report was noted and there were no actions.

**b) Update on hedge trimming and spraying to prevent moss.** Most of the hedges have now been cut. People in the play area were asked to leave so the hedge could be cut but refused to do so. Next year the playing field and play area will be closed for the hedge trimming to take place. It is hoped arrangements can be made to get this piece of hedge cut. The area under the roundabout has now been sprayed with Wet and Forget.

**c) Update on the installation of the new goal posts.** The goal posts are due to be delivered to the TDBC DLO on 31<sup>st</sup> October and they will then install them. Attempts were made to obtain three quotes for the installation of the goal posts but only two were received and the DLO's was the cheapest.

**c) Report on meeting with GB Sports and Leisure to look at refurbishing/replacing some of the safety surfacing in the play area. To consider quote for parts to repair the fencing and buffer on gate.** Cllr Mrs Blogg met with two representatives of GB Sports and Leisure (UK) Ltd and the points from the meeting were:

- Wooden gate ( old car park) needs buffer but rubber door stop would be fine – they are not keen on the mechanism at the base which is designed to let the gate swing in both directions – could trap a finger. Replace with hinge as at top of gate.
- Roundabout is fine.
- Safety surface under rainbow climber could have a sealant to cover crumbly surface – suggestion that it extends over concrete surround to avoid future shrinkage. Rainbow climber could be repainted if sanded down to roughen surface.
- One springy has rust at the base of the spring. This should be rubbed down and repainted to avoid risk of snapping in the future.
- Swings manufactured in 1977 but still in reasonable condition. The Council needs to keep an eye on the shackles but the chains are in good condition. Note was taken of the shrinkage of the safety surface on corner.
- Missing nuts/bolt and buffer on the metal fence were noted.
- Slide – some topsoil is required where the plastic netting is showing on the south edge. The distance of the handles from the bottom step show that this slide is not intended for very young children as they can't reach it to climb the steps. It wasn't considered that a notice was required.
- There is a trip hazard outside of the first pedestrian gate to the play area as soil has eroded in wet weather and left the concrete higher. This needs to be filled in.
- The spring on the wooden pedestrian gate in the new car park needs to be attached securely to the gate and a similar buffer is required, as for the other wooden gate.

GB Sports and Leisure (UK) Ltd supplied a quote of £32.40 for the replacement nuts and bolts for the fence and it was agreed to accept the quote (Chq no 1343).

They also supplied a quote for an overlay to the surface under the Rainbow Climber and a repair to the safety surface under the swing. The Clerk will obtain two more quotes. Cllr Mrs Blogg has purchased two rubber door stops which are suitable to be used as buffers on the pedestrian gates and these will be put in place.

**d) Request for a mud BMX area in the playing field.** The Council had received a letter from three children in Frogs Lane with a request and a plan for a mud BMX track at the bottom of the playing field. Cllr Mitton said one had been installed in Wellington but its use was not commensurate with the cost of installation and maintenance. Councillors didn't feel the cost of installation and maintenance could be justified as it would only benefit a small group of children and it was also felt a mud BMX track would cause problems in the playing field and Village Hall car park in the winter when the field was very wet. The children were praised for their initiative in writing to the Council with their plan.

**f) To discuss a draft policy for use of the Playing Field.** This item was deferred to the next meeting. The Clerk will add a paragraph about the Council reserving the right to close the field and play area for essential maintenance.

There will be no Village Fete next year as no one else has come forward to run it. The constitution of the Fete Committee says the remaining funds have to be distributed to other organisations in the parish if a decision is made to finish.

**g) Any other matters to note.** There were no other matters to note.

**102/10/16. Footpaths: any matters brought forward.** Cllr Mrs Blogg reported a large tree has fallen across Footpath WG14/7. Sally Vickery, SCC Rights of Way Officer, has arranged for the tree to be removed from the footpath. The farmer who is renting the field will do this when

he has a tractor in the field.

The Council has received a Notice of Public Path Diversion Order for part of Footpath WG14/28 at Ruggin.

**103/10/16. Defibrillator update.** The Council has received a conditional grant offer from Awards for All for the full amount of the application (£2,618). The conditional grant offer has been signed and returned to Awards for All. They have also sent a bank details form which has been returned. It is hoped the offer will be confirmed very soon and once it is the defibrillator will be ordered.

**104/10/16. Correspondence and items of interest.** The following correspondence was noted:  
Wessex Water will be running training on putting out water bowsers.  
Somerset Community Justice Partnership – information and poster.  
Wellington Wheelers will be holding their annual Hill Climb Competition on Buckland Hill, on Sunday 6th November between 10am and 11am. The event is based in the Village Hall, with the start of the ride on the motorway bridge, finishing at the top of Buckland Hill. The Police have been informed of the event.

**105/10/16. Any urgent business at the Chairman's discretion.** There was no urgent business.

**106/10/16. Meeting dates:**

**a) Date of next meeting:** The next meeting will be held on Tuesday 29<sup>th</sup> November at 7.30pm.

**b) 2017 Meeting dates.** In 2017 the Parish Council will meet on Tuesday: 3<sup>rd</sup> January; 31<sup>st</sup> January; 28<sup>th</sup> February; 28<sup>th</sup> March; 25<sup>th</sup> April (Also Annual Parish Meeting); 30<sup>th</sup> May; 27<sup>th</sup> June; 25<sup>th</sup> July; 29<sup>th</sup> August; 26<sup>th</sup> September; 31<sup>st</sup> October and 28<sup>th</sup> November.

**107/10/16. Personnel**

**a) To be discussed in Part 2:- to agree the Part 2 minutes of the meeting held on 27<sup>th</sup> September.** The meeting moved into Part 2 for item 107/10/16 a) & b).

**b) Clerk's amended Job Description and changes to Terms and Conditions.** Discussed in Part 2.

**c) To be discussed in Part 1 - To agree Grievance Policy.** This was deferred to the next meeting for the Clerk to complete putting together a suitable policy.