

WEST BUCKLAND PARISH COUNCIL

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The Minutes of the Annual Meeting of the Parish Council held on Tuesday 29th May 2018 in the Committee Room, West Buckland Village Hall at 7.30pm.

Present: Cllr's Mrs M Blogg (Chair), Mrs C Hannath, J Nutt, C Rayson and C Silverlight

In attendance: County Cllr J Thorne and four members of the public.

01/05/18. Election of Officers

a) **Chairman.** Cllr Mrs M Blogg was unanimously elected as Chairman. Proposed by Cllr C Rayson and seconded by Cllr J Nutt. Cllr Mrs Blogg accepted the office and signed the Declaration of Acceptance of Office Form.

b) **Vice Chairman.** Cllr D Lacey was unanimously elected as Vice-chairman. Proposed by Cllr Mrs M Blogg and seconded by Cllr C Silverlight.

02/05/18. To appoint a representative to attend the quarterly SALC Area Meetings. This item was deferred to the next meeting.

03/05/18. To appoint a representative to the Village Hall Committee. It was agreed to appoint Cllr Mrs C Hannath as the Parish Council's representative on the Village Hall Committee. Proposed by Cllr Nutt and seconded by Cllr Mrs Blogg.

04/05/18. To accept apologies for absence. Apologies were accepted from Cllr Lacey and Cllr Mitton.

05/05/18. Disclosure of interest in items on the agenda. There were no disclosures of interest.

06/05/18. To agree the minutes of the meeting held on 24/04/18. The minutes were agreed as an accurate record of the meeting and were duly signed by the Chair.

07/05/18. Matters arising from the minutes not covered by the agenda. There were no matters arising.

08/05/18. Democratic Period. The agent for planning application 46/18/0006 spoke on behalf of the applicants. She explained the application was for 49 new stables for this successful business, licenced by the BHA. The additional stables, built to a specified standard, will be sited as close to the existing yard as possible and once built will allow all the horses to be kept on site. The stables, which will have a boarded finish, will all face into a central courtyard where there will be two horse walkers. The additional stables will enable the existing staff to be employed for longer hours and will make the business more viable. The agent was

asked if it would result in a net increase of horses on the site. It was explained that there would be a few more but each horse would only be moved off site once every two months. At present some of the horses being trained at the stud are brought in to be trained but once the stables are built they will be kept on site. SCC Highways have been contacted to request more warning signs on the road and the Parish Council were asked to support the request. Younger horses are not suitable to be taken onto the road. It was noted that the entrance to the stud is near a sharp bend in the road. A question was raised about the likelihood of increased horse box traffic at weekend and in response the agent explained that there were more journeys on weekdays and the applicants try to take several horses in the horsebox.

Three members of the public joined the meeting during this item but did not want to speak.

09/05/18. Planning:

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

46/18/0006 Erection of stable block at West Buckland Stud, West Buckland Road, West Buckland.

Comment: West Buckland Parish Council support the granting of planning permission. The entrance to West Buckland Stud is close to a sharp bend and the Council recommend that additional signage is required to warn motorists of the entrance and the risk of meeting horses on the highway.

The agent left the meeting.

46/18/0014 Change of use from horticulture to mixed B1/B8 (business/storage or distribution) use at Sellick Nurseries, Chelston, Wellington.

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

Planning application close to the boundary of the parish: **44/18/0005** Change of use of part of land from agricultural to leisure with formation of access and vehicle hardstanding and creation of pond on land adjacent to Monkton House, Ford Street, Wellington.

Comment: West Buckland Parish Council has no observations to make.

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

46/17/0052 Removal of Condition No 11 of application 46/04/0020 to allow property to be occupied as a single dwelling house at Church View, Sawyers Hill, West Buckland.

Decision: permission refused.

c) Update on planning enforcement matters reported to TDBC. There was no update.

d) Any other planning matters. There were no other planning matters.

10/05/18. Highways.

a) Matters arising from previous meeting/s

- **Heatherton Grange/Worlds End Junction.** Nothing further to report.

b) To note any highway defects to report to SCC. A number of potholes have been marked up for repair and they are being filled in marked up. Cllr Silverlight reported that there are still some nasty ones on Buckland Hill which are dangerous for cyclists and he will report these on 'Fix My Street'. Overall it was felt that Highways are doing their best in the parish.

c) Update on fingerpost sign condition recording and refurbishment. Cllr Silverlight reported that the top had fallen off the fingerpost sign at Budgetts Cross and he had collected it from highways. It was agreed that the fingerpost sign for the top of Buckland Hill, which is in a generally good condition, should be fitted with a new arm to direct traffic

to West Buckland, repainted and put back into position. R W Gale will provide a quote for the work and Cllr Nutt and Cllr Silverlight will obtain at least one more quote for the work. They will also obtain quotes for refurbishing the fingerpost sign at Budgetts Cross. It was noted that some fingerpost signs in other parishes have been painted.

d) To discuss the quote/s for cutting back the verge opposite Frogs Lane. A quote has been received from Hi-Line SW. A local firm of tree surgeons has also been asked to quote for the work.

e) Any other highways matters. There were no other highways matters.

11/05/18. To receive reports from:

a) County Cllr. Cllr Thorne gave the following update: Ultrafast broadband – It has now been confirmed that Gigaclear have not yet connected any premises in Somerset under phase two of the CDS programme. Cllr Thorne said he was disappointed firstly that this is the case, and secondly that it has been so difficult for him to find out what he suspected was the case. He alleged that the county council continues to be defensive about this contract and is now using the excuse of the collapse of Carillion as part of the reason for the delays, when previously his challenges about the Carillion position were met with responses along the lines of it not having any real impact. A report came to the Scrutiny Committee last week but was bumped off the agenda before councillors got to it.

MGM Utilities are claiming they have to work weekends and Bank Holidays to lay fibre to get the job done because SCC refuses to let them close roads for long enough to do the job. This is nonsense and is being taken up by an SCC director.

Cllr Thorne has recently been approached by two companies, TrueSpeed, based in Keynsham, and Voneus Ltd, based in London but with a regional office in North Somerset, who say their mission in life is to deliver ultrafast broadband to rural areas of Somerset, and in particular to reach the parts no other provider can reach! Both companies are purely commercial services for which you would have to pay and have little to do with CDS.

Voneus are happy to come and talk to any parish council or public meeting about what they do.

Potholes – Separately from the £4 million Government grants received recently to tackle the potholes resulting from the recent bad weather episodes, the county's budget this year for potholes is £3.66 million. Skanska are required to reduce the number of potholes during their seven-year contract, and that Skanska are committed to working more closely with parish councils.

SIDs – over 60% of parishes in the county have opted to join a new scheme with the county council where they pay £100 per installation. Some, including Pitminster, have bought their own. SCC offers to meet half the cost of training one person from each parish which buys their own. The new scheme is being rolled on from the old one so requests should still be sent in the usual way to Bev Norman. Dave Grabham has retired.

Libraries – It now seems that decisions on the future of the library service will not be made until the autumn, as recommendations from the review are not due to come to the scrutiny committee until October.

Blackdowns AONB – The new website should go live next week. Local people and partners will be encouraged to contribute to the new site's news pages and blog.

Network Rail incursion sites – SCC has carried out work at the Asham House location last month, close to Poole recycling centre, to prevent vehicles ending up on the railway line. Green palisade fencing has been installed on each of the four corners of the bridge and a further length further down the highway.

Unitary council – talks about talks have started. A working party has been set up to research the issue and prepare a business case.

Highways – A Code of Practice change is due to come into force in October this year, where

SCC will switch from having a 'well managed' road network to one which is 'well maintained'. It is about being more 'flexible' with standards based on 'an assessment of local risk' and no savings target has been attached to this change.

Small Improvement Schemes – A backlog of 40 old schemes still to be finished in next 12 to 18 months plus 106 new schemes submitted in last October's window means there will not be any new window for SIS applications for some years. The 106 new schemes have been costed in total at £7.5 million, against a budget this year of £1.5 million, a budget which will not get any larger next year. So, that route is closed for the Heatherton Grange crossroads, for instance. The option is still open, of course, for parish councils to fund their own schemes, which the county can design for them.

Somerset Waste Partnership – big changes ahead being titled 'Recycle More' starting in 2020 with a new contractor taking on the work. They will take almost all plastics. Waste will go to the energy from waste centre at Avonmouth and not to landfill.

Grass cutting – a new webpage www.travelsomerset.co.uk/grass-cutting tells you what roads will be cut and gives the running order for the work per parish. Anyone can also stay up to date with the highways team by following @TravelSomerset on Twitter. West Buckland is 49 out of 49. Things like overgrown hedges can also be reported via the website.

Cllr Thorne left the meeting.

b) Police. An email report for April was circulated in early May. There were 32 Police logs during the month for the Monument Beat.

c) Village Hall. Village Hall Report -2nd May AGM. The following officers were re-elected: Jean Morrish – Chairman; Margaret Blogg – Treasurer; Colin Rayson – Secretary; S Porcas – Booking Secretary. They were all thanked for their hard work last year. Mixer valves will be fitted to the taps in the kitchen and toilets to prevent the water becoming too hot when it comes out of the taps. Letting Fees increased this year by over £3000 and the hall is being well supported. The PTFA will be asked if they are still interested in being part of this committee. Insurance is being provided by a different company who can provide the same cover at a lower charge. The secretary has attended training on GDPR and committee members were given written copies of the principles. The new chairs will be delivered in the middle of May and the old ones will be sold. The parish website is being updated to comply with GDPR. The manager of the pre-school reported 19 children were booked to join in September. The toddler group has been disbanded until June 2018.

d) Any Other Reports. There were no other reports.

Three members of the public left the meeting.

12/05/18. Finance

a) To agree and authorise any necessary payments. To note the NALC/SLCC Pay Agreement for 2018-2019. The NALC/SLCC Pay Agreement for 2018-19 was noted. The Clerk's pay will increase in line with this agreement.

It was resolved to make the following payments:

Mrs P Lacey - £21.94 plants for the memorial trough (Chq no 1402)

Ms K Ward - £50.00 internal audit (Chq no 1403)

Mrs J Larcombe - £330.33 Clerk's salary and expenses (Chq no 1406)

b) To agree the annual insurance premium. Three quotes were received from Came & Co and a further quote was obtained from BHIB Ltd. It was agreed to accept the quote from BHIB Ltd - £510.27 (Chq no 1405)

- c) To agree the payment of the SALC Annual Affiliation Fee.** It was agreed to pay the SALC Annual Affiliation fee of £296.29 (Chq no 1401)
- d) To receive the Internal Audit Report.** The Clerk was unable to contact Mr Abraham who has carried out the internal audit for a number of years. He had been suffering from health problems when he carried out the last two internal audits. With the agreement of the Chair and Vice-chair the Clerk arranged for another suitably qualified person to carry out the internal audit for 2017-2018 and her report had been circulated. The report was noted.
- e) To approve the Annual Governance Statement.** It was agreed to approve the Annual Governance Statement for 2017-2018.
- f) To agree the Annual Accounts for 2017-2018.** The Annual Accounts for 2017-2018 were agreed.
- g) To agree the signing of the Certificate of Exemption for 2017-2018.** It was agreed to sign the Certificate of Exemption for 2017-18.

13/05/18. Playing Field:

- a) Any matters to report from inspections carried out during the previous month; any actions taken or to be taken as a result.** The repairs to the overlay have left one uneven piece of surfacing which needs further attention. Orange netting secured by stakes was placed around the repairs and left in position for far too long by the contractor and finally had to be removed by Cllr Mrs Blogg. At a future meeting the Council will discuss whether the overlay and surfacing beneath it need to be replaced.
- b) Any other matters to note.** Cllr Mrs Blogg warned the Council that she can no longer carry out a full inspection of all the play equipment on a weekly basis. This is the last year that Cllr Mrs Blogg will be carrying out the play area inspections and the Council will need to make new arrangements.

14/05/18. Footpaths: any matters brought forward. It was reported that Footpath WG14/22 is blocked between Manley and Budgetts by growing crops.

15/05/18. GDPR

- a) To report on the SALC training session held on 22nd May.** The Clerk reported that she had been disappointed to discover on arrival at the training course at Edgar Hall, Somerton, that Meera Tharmarajah, Head of Legal NALC, would not be leading the session. SALC had been informed the week before that she had left NALC and would not be attending but had not informed delegates who had booked onto the session. The Clerk said she had only booked on the session because it was being led by Ms Tharmarajah and had raised that point with SALC. Whilst acknowledging that Justin Robinson had given a comprehensive training session the Clerk felt she had not learnt more than she knew already and her main question had not been answered. SALC has agreed that the Parish Council will not be charged for the session.
- b) To note the Council's Personal Data Audit.** The Clerk reported that she had carried out an audit of the personal data held by West Buckland Parish Council and recorded the information. She had then used the information in the audit to prepare GDPR documents for the Council.
- c) To agree the Data Protection Policy.** The Data Protection Policy was agreed.
- d) To agree Privacy Notices.** Two Privacy Notices were presented and agreed. The first is a General Privacy Notice which will be published on the website. The second is a Privacy Notice for Staff, Councillors and Volunteers.
- e) To agree the consent form for the website.** The consent form was agreed.

16/05/18. Website updating. The Clerk reported she had started to update the website to comply with

GDPR. Enquiries will be made by the Clerk about updating the Wordpress version that is being used at on the website at present and also the security of the site.

17/05/18. Correspondence and items of interest. An article was put in the newsletter to see if there was any interest in running another training session on using the defibrillator. Younger people in the parish need to be trained to use it. Only one person responded and they have agreed to try and find some more people who would like the training. The article will be repeated in the newsletter.
There was no other correspondence.

18/05/18. Any urgent business at the Chairman's discretion. There was no urgent business.

19/05/18. Date of the next meeting: The next meeting will be held on Tuesday 26th June 2018.