

MINUTES OF THE PARISH MEETING HELD ON WEDNESDAY 15th APRIL 2019

AT BROADWAY HILL METHODIST CHURCH, HORTON AT 6.30pm

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ACCEPTANCE OF OFFICE

Councillors in attendance of the meeting completed the relevant forms. Clerk to request forms from councillors not in attendance of the meeting.

REGISTER OF INTEREST FORMS

Councillors in attendance of the meeting completed the relevant forms. Clerk to request forms from councillors not in attendance of the meeting.

Public Forum

- A) 13 members of the public in attendance of the meeting.
 - B) Cllr Linda Vjeh was in attendance of the meeting. Please see attached report (**Appendix 1**) written by Cllr Linda Vjeh for SCC/SSDC Councillor Monthly Report.
- 3007 PRESENT** Cllrs Adele Brady - Chair, Philippa Woodman, Julie Layzell, Richard Clifford and Ann Richards.
- 3008 APOLOGIES** Cllrs David Johnson – Vice Chair, Ann Winter and David Lester.
- 3009 DECLARATIONS OF INTEREST** Cllr Julie Layzell stated within the meeting that she the partner of a resident who adjoining the application site of planning application 18/01189/FUL. Cllr Layzell did not feel that there was a need to declare an interest but instead just wanted it to be noted for transparency reasons.
- 3010 ELECTION OF CHAIR** Cllr Adele Brady was appointed Chairperson after nominated by fellow councillors. All councillors unanimously voted approval.
- 3011 SIGN DECLARATION OF ACCEPTANCE FORM** Acceptance of office was duly signed.
- 3012 ELECTION OF VICE CHAIR** Cllr David Johnson was appointed Vice Chair after nominated by fellow councillors. All councillors unanimously voted approval.
- 3013 SIGN DECLARATION OF ACCEPTANCE FORM** Cllr Johnson was not in attendance of the meeting. Forms to be completed in July's meeting.
- 3014 TO APPROVE THE MINUTES OF THE LAST MEETING** Minutes of the meeting held in April having previously been circulated were approved as a true record and correct record of the meeting. Cllrs approved, seconded and unanimously agreed.
- 3015 CHAIRMANS ANNOUNCEMENTS** No announcements were made.
- 3016 CO-OPTION OF NEW COUNCILLOR** One member of the public stood for co-option. Ray Buckler was elected as the new parish councillor.
- 3017 CO-OPTION – REGISTER OF NEW INTEREST AND ACCEPTANCE OF OFFICE FORMS** The forms were issued during the meeting and clerk requested these were completed and returned as soon as possible.

3018 TO APPOINT REPRESENTATIVES FOR THE UNDERMENTIONED

- A) Village Hall – Cllr Ann Winter
- B) Playing Field – Cllr Ray Buckler
- C) Footpath Working Party – Cllr Richard Clifford
- D) Area West – Cllr Julie Layzell
- E) Police Liaison Officer – Cllr Ann Richards
- F) Horton Charities – Cllr Ann Winter

3019 PLAYING FIELD UPDATE Please refer to **Appendix 2** for an update on the playing field project

3020 TENDER – PLAYING FIELD GRASS CUTTING/MAINTAINENCE It was suggested by the clerk and Horton Playing Field Working Group to issue a tender for the playing field maintenance. All councillors voted in favour for this. Clerk to liaise with Cllr Buckler and put together a tender as soon as possible.

3021 SSDC PLAYING FIELD INSPECTIONS Clerk received an email from South Somerset District Council informing the parish council that they were no longer offering playing field inspections. Clerk was contacted by a private company called 'The Play Inspections Company'. The quote received to inspect the equipment at the playing field would be in the region of £55 + VAT. All councillors voted in favour to appoint 'The Play Inspections Company' to carry out this year's annual play inspection.

3022 ADDITIONAL DOG WASTE BINS To be added to a future agenda.

3023 PLANNING APPLICATION(S)

- A) 18/01189/FUL – Land At Riverside, Horton – Development of 5 single storey dwellings and 1 two storey dwelling with associated parking, garages and landscaping.

Discussions were held. The councillors voted to support the application however, if the application is to be recommend approval, they have requested that a condition is imposed which requires Tree Protection Measures to be in place in order to protect the TPOs.

- B) 19/01309/OUT – Former Lamb Inn, Horton Cross, Ilminster – Outline application for residential development of land.

Discussions were held. The councillors unanimously object to the proposed application. Several members of the public were in attendance of the meeting who also object to the planning application.

- C) 18/01706/FUL – Little Chef, By-Pass Ashill, Ilminster – Amended Plans Consultation

Following receipt of the amended plans, the councillors discussed the application at the parish council meeting on the 20th May. The councillors voted to support the application.

3024 SSDC DECISIONS

- A) **19/00589/HOU – 3 Orchard Mead, Horton** – Approved subject to conditions – Noted

3025 CONFIRMATION OF HALL HIRE/LOCATION FOR PARISH COUNCIL MEETINGS UNTIL MAY 2020 All bi-monthly meetings up until June 2020 to be held at St Peter's Church Hall and extra meetings to be held at Broadway Hill Methodist Church. Clerk to raise payment for the 6 bi-monthly meetings under the finance agenda item.

3026 SMALL AUTHORITIES TRANSPARENCY CODE 2014 Following the recent parish council elections, the council reapproved the Transparency Code 2014 legislation. An update version to be upload to website.

3027 FINANCE

A – Proposal – To Approve Section 1 (Annual Governance Statement 2018/19) of the Annual Governance and Accountability Return 2018/19 Part 2 - Cllrs approved, seconded and unanimously agreed Section 1 of AGAR

B – Proposal – To Approve Section 2 (Accounting Statements 2018/19) of the Annual Governance and Accountability Return 2018/19 Part 2 - Cllrs approved, seconded and unanimously agreed Section 2 of AGAR.

C – Proposal - To Approve Certificate of Exemption – AGAR 2018/19 Part 2 - Cllrs approved, seconded and unanimously agreed exemption statement.

D – Internal Audit Report 2018/19 - Cllrs approved, seconded and unanimously agreed the internal audit report.

E – Proposal – To Approve Summary of Receipts and Payments Statement for 2018/19 - Cllrs approved, seconded and unanimously agreed statement.

F – Proposal – To Approve Cashbook and Bank Reconciliation as of 31st March 2018 - Cllrs approved, seconded and unanimously agreed bank reconciliation.

G – Proposal – To Approve Supporting Notes Attached to the Receipts and Payments Statement 2018/19 - Cllrs approved, seconded and unanimously agreed statement.

H – To Approve Financial Statement - Cllrs approved, seconded and unanimously agreed financial statement.

I – Proposal – To approve Asset List - Cllrs approved, seconded and unanimously agreed asset list

J - Proposal – To approve payment of the following cheques:

- Hall Hire – May 2019 to May 2020 - cheque no. 000739 - £60.00 - Unanimously approved
- M F Salmon – Grass cutting - cheque no. 000740 - £159.00 - Unanimously approved
- Renewal of Insurance policy - cheque no. 000742 - £389.64 - Unanimously approved
- SALC – Affiliation Fees - cheque no. 000743 - £223.34 - Unanimously approved
- St Peters Church – Grant - cheque no. 000741 - £400.00 - Unanimously approved
- C Duff – Wages and Expenses - cheque no. 000744 - £558.22 - Unanimously approved

3028 CLERKS REPORT AND CORRESPONDENCE

- Clerk received a letter from Citizens Advice South Gloucestershire requesting a donation. The councillors considered the request and decided not to donate any money.
- An update was received from SSDC regarding the broken road sign on Pound Road. The email stated that a job has now been raised and the replacement road sign is on the next round of jobs to be completed.

3029 ANY OTHER MATTERS RAISED WITH THE PERMISSION OF THE CHAIRMAN None

3030 DATE OF NEXT MEETING: Monday 15th July 2019 at 6.30pm

APPENDIX 1 - ILMINSTER DIVISION COUNTY/DISTRICT COUNCILLOR REPORT – APRIL 2019

Activities have been somewhat subdued this month, on account of elected members being in Purdah in the run up to District elections on 2nd May.

SSC – SCRUTINY REVIEW

The Centre for Public Scrutiny (CfPS) has been reviewing SCC's Scrutiny arrangements and have attended all 3 Scrutiny Committee this month, meeting with Members and Officers. The final report and any recommendations, will be considered at the July Full Council meeting.

CHILDREN & FAMILIES SCRUTINY

Adopt South West, a partnership of councils (Devon, Somerset, Plymouth and Torbay) has been formed with the intention of making the adoption process quicker and simpler and to encourage those who have not considered adoption before to come forward.

YOUNG CARERS

In a report received from the Young Carers Future Service provision there was concern at the lack of identification in order to allow support to be provided. In total just 60 young carers across the whole of Somerset have been recognised.

SCC FOOD CONTRACT

Following a procurement process undertaken collaboratively with N. Somerset Council, a 2 year contract has been agreed for the provision of food for Dillington House and Somerset Outdoor & Residential Learning Centres.

POLICE

This month a focused operation to tackle residential burglary, knife crime and the supply of drugs has been launched to strengthen public confidence.

An additional 100 police officers will be recruited, in addition to investment in a 12-month initiative, 'Operation Remedy', using force experts to work alongside local neighbourhood policing teams.

ILMINSTER SHUTTLE BUS

A new S1 – S3 timetable is due to be introduced with effect from Tues. 7 May. Copies of the timetable will be available on the bus and bus stop displays will display the new timetable from Fri. 3 May.

HIGHWAYS

Lee Norman has taken over from Mike Fear this month as South Somerset Area Assistant Highways Officer.

For Traffic Management enquiries email TrafficManagement@somerset.gov.uk or countyroads-southsom@somerset.gov.uk

A number of concerns raised by local parishes are ongoing and I am in regular contact with officers concerning these issues.

ILMINSTER

Flooding Update

Response from SCC – 'with regard to the study carried out, we remain keen and have some funding options. To get the best outcome we are looking at how we can collaborate with the Environment Agency. As you will know Ilminster is at risk of flooding from a number of sources which fall under the jurisdiction of different authorities (e.g. surface water – SCC, Main River – EA). I am aware that the EA also want to look at Ilminster as part of their own modelling and so we are exploring how we may be able to combine these pieces of work. I will be back in touch once these discussions have concluded.'

Drain Clearance, New Road

The SCC 2017 Flood Investigation Report identified a probable cause of flooding as “.....blocked or partially blocked highway gullies” and Ilminster residents have once again raised concerns that the drains on New Road have either not been cleared at all or only partially cleared and have requested that they are regularly checked to maintain them free of blockages in order to minimise flood risk.

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Winter Gritting

Following inclement weather in late Jan./early Feb. Ilminster TC considered the impact of SCC's revised winter gritting/salting regime and have raised the following issues:

- The difficulty of getting children to school when roads have not been gritted
- The diversionary route road between Seavington St Mary and Ilminster is a main route if there is an accident on the A303, and will be on an ungritted road in bad weather
- In Ilminster most pedestrian town centre routes are on inclines and pavements should be gritted to allow pedestrians to walk into town safely.

Footpath Closure

Footpath CH 14/18 from its junction with footpath CH 32/UN in a SW direction for approximately 700m to its junction with the county road known as Greenway, due to an unsafe bridge. The closure became effective on 5th Apr. 2019 remaining in force for 21 days. For info. about works being carried out contact Rachel Pearce 01823 356001

LAND DISPOSAL - CROW LANE DONYATT

The decision was taken on April 18th to approve the proposed sale of land at Crow Lane Donyatt, for £60,000 to FMC Developments (SW) Ltd. The conclusion of this sale has been protracted since SCC owned land was inadvertently taken by a local Developer.

Background - some years ago neighbouring land was sold and developed by the current owner. Inadvertently the construction of one of the dwellings was built on land owned by SCC. Negotiations have taken place over some time to rectify the matter, resulting in the agreement to sell part of the land developed and ensure various other works were completed to the satisfaction of SCC as Highway Authority. These works have now been completed and the resultant issues resolved. The full proceeds of sale will be received by SCC to help meet its Mid-Term Financial Plan target for 2018/19. The sale price agreed with the purchaser reflects the special value to the purchaser.

ROAD CLOSURES - GIGA CLEAR

Ludney Lane, Kingstone - from the jct. with Longforward Hill to jct. with Kingstone Road, for 730 metres. The proposed date of closure is 29th Apr. 2019 for 6 days.

Knowle Church Road, Knowle St Giles - Junction with Cricket Lane to the junction with Pinkham Hill, a distance of 1450 metres. The proposed date of closure is 13th May 2019 for 10 days to enable Gigaclear to carry out reinstatement works.

SCHOOL MUSIC PROVISION

Officers have been meeting informally with neighbouring authorities to gain a greater understanding of how other areas structure their music provision, to gain insight into best practice, including other models of delivery. This will help to:

- Continually improve the service.
- Be better informed as to other service delivery options.
- Assess whether it would be worthwhile to undertake an options appraisal to explore alternatives to our existing structure.

If felt that it would be advantageous to consider alternative models to support long-term sustainability of music provision for children in Somerset, a full business case would be produced, and appropriate processes followed to consider those options.

NEROCHE SCHOOL

Parking

Following a request from the school, for the marking of a dedicated disabled parking space to accommodate a new pupil, and after discussion with myself, disabled bay marking is to be provided in the layby immediately by the main entrance, without charge. Work will commence shortly, and the school will erect an informative sign.

Head Teacher

Following the recent resignation of Connel Boyle, who is moving on after 8 years as head teacher, interviews took place this month and I can confirm that the current Deputy Head teacher, Alison Collins, was successful in being appointed to the post, to take effect from Sept. 2019.

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LOCAL ELECTIONS

Later this week, local elections will be taking place. Although a number of seats will be uncontested, in addition to the District Council, local parishes and towns will see a change in their elected members as a number of existing councillors have decided not to stand. Several clerks have also decided to relinquish their positions. I would like to take this opportunity to thank all of those who have served their communities in recent years for their dedication and hard work, and to wish those who have chosen to stand, the very best of luck in their endeavours.

ACTIVITIES/MEETINGS

1/4	Ilminster planning – Horlicks site visit
4/4	Neroche School – head teacher interviews
4/4	IMEx meeting
5/4	Meeting with MP, Yeovil and residents re: Horlicks site
5/4	Neroche School assembly
6/4	Meeting re: Jemima Layzell charity event
6/4	Lent Lunch – Horton
7/4	Horton VH – b'fast – Playing Field Project
10/4	Ilminster Lit. Fest. launch
12/4	Ilminster library meeting
13/4	Lent lunch - Horton
13/4	Friends of Ilminster Library fund raising event
14/4	Donyatt VH – b'fast – Gemini Carnival Club
15/4	Friends of Ilminster Library meeting
15/4	Horton PC
15/4	Winsham PC
16/4	Winsham annual parish meeting
17/4	Meeting re: Somerset Show
17/4	SSDC Area West
18/4	SSDC - Licensing
18/4	Minster – Maundy supper
26/4	SCC - Children & Families Scrutiny
26/4	SCC – Children's Parliament
26/4	Warehouse Theatre
27/4	BHMC fund raising event Horton VH
27/4	Ashill School PTFA quiz
28/4	Broadway VH concert
28/4	Ashill combine service
28/4	Broadway quiz
29/4	Neroche School visit
29/4	Ilminster Lit6 Fest meeting
29/4	Chaffcombe Annual Parish meeting

APPENDIX 2 – PLAYING FIELD UPDATE

Horton Playing Field Group Chairman's Report to AGM Parish Council 30th May 2019

2018 to 2019 first year in summary.

After what seems a long winter, with just a short burst of Breakfast events and Easter special, we are now into 2019, and the spring is here. It's a year since we started and to most people outside the project, nothing much is visible, yet.

We all knew the correct ownership of the playing field, however as the land registry only started keeping records of this type since the 1980's The Parish Council and ourselves were mutually surprised this was not already logged with them. So, working together with the Parish Council and Clerk, registration in the land registry was completed late last year. While this was being resolved, it did have a side effect of almost 6 months of not being able to progress the bigger grant applications that would apply due diligence and check the records. ... So what HAS been happening. We have almost £7,000 (net of purchases so far) in the play field account and are on track to do what the Project promised in the beginning.

In 2018

We said we would canvass the villagers and get a design that people wanted **(done)**

We said we would put the project to the Parish Council work with them for approval **(done)**

We said we would take on the Breakfasts and make them a success **(done, and still doing)**

We said that we would begin to get equipment purchased during 2019 **(done)**

We said we would have a plan on how to get the design built in stages **(nearly Done)**

In 2019

We said we would apply for and win grants – Starting with Skipton, and now getting on the shortlist with Calor **(done)** – Skarryn will explain what we need to do to win this bigger grant.

Next priorities for 2019

The usual events continue next one being 2nd June – Big Breakfast

Other Fundraising in progress:

- 1) Bell event postponed to August 2019 – no band secured for the evening
- 2) The Open Gardens - not happening in 2019 insurance complications.
- 3) Breakfasts – begin again in the Autumn
- 4) Grants
 - a. Calor
 - b. Sport England,
 - c. National Lottery,
 - d. SSDC
 - e. Clarks

- f. We are reviewing the smaller, but easier to apply for grants again. Such as the Tesco blue tokens etc. These will be used to build additional funds that will be needed for the 50%-50% funding larger grants.

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Returning to progress this year:

- Seating has been delivered and installed.
- Final quotes for the Nest swing will be presented to the Parish Council at this meeting
- Final quotes coming in for the Pathway and Play wall for the pitch – As soon as we have an agreed quote this will become the top priority for approval and work, this element begins the real transformation of the Field into a real multi-purpose resource for the community – We have checked if the park needs to be fully closed for this part of the project and we just need to alert the residents and the Parish Council.
- Entrance gate – The parish Council will get quotes for this item to fund directly – as this protects and updates to current standards the entry into the Parish owned property.

A couple of things left to sort out:

- 1) The grass mowing contract was an annual thing.... It will be an item on the Parish agenda for this month.
- 2) The big oak tree by the proposed toddler's area. The Parish Council are aware of the issue and action will be taken, co-ordinated between us, before the toddler area is constructed.

Ray Buckler 20/05/2019