

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 26TH SEPTEMBER 2022 AT 6.30PM AT BROADWAY HILL METHODIST CHURCH, HORTON.

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PUBLIC FORUM No members of the public attended the meeting.

3320 ATTENDANCE Cllrs Ann Winter - Chairperson, Ray Buckler, Mike Schmidt, Julie Layzell, David Johnson, Peter Babbington and Rob Hutchinson.

3321 APPROVAL OF APOLOGIES Cllr Barry Mosley – Vice-Chair and Ann Richards.

3322 TO RECEIVE RESIGNATION FROM CLLR ANN RICHARDS Cllr Ann Richards emailed the clerk before the meeting to tender her resignation. The Council noted and accepted the resignation with immediate effect.

Action: Clerk to notify South Somerset District Council (SSDC) and commence the co-option process. Cllr Julie Layzell to advertise the vacancy on social media.

3323 TO APPROVE THE MINUTES OF THE LAST MEETING (JULY) The minutes of the meeting held in July, having previously been circulated, were approved, seconded, and unanimously agreed.

3323 ADOPTION OF POLICY – SOMERSET CITY TOWN AND PARISH COUNCILS CODE OF CONDUCT The proposed revised Code of Conduct policy, having previously been circulated, was approved, seconded, and unanimously agreed upon.

Action: Clerk to add to the website.

3324 MEETING PROCEDURES Cllr Ann Winter – Chairperson has proposed monthly parish council meetings instead of bi-monthly meetings only. This comes as a result of numerous projects currently being looked into and undertaken and a consequence of bi-monthly meetings means the projects are being held up as decisions can currently only be made bi-monthly. Cllrs approved, seconded, and unanimously agreed to hold extraordinary meetings, should they be needed, for February, April, June and October. In addition to the extra meetings, it was also proposed to move the meetings from the third Monday of the month to the second Thursday of the month for both bi-monthly and extraordinary meetings. The time of the meetings (6.30pm) will remain unchanged. Cllrs approved, seconded, and unanimously agreed to the change of day/week for the meetings.

Action: Cllr Ray Buckler to speak with Broadway Hill Methodist Church regarding amending the contract for the hall hire.

The second point of discussion, and subsequently approved, is that all Cllrs are responsible for distributing their own emails to all Cllrs and not to rely upon the clerk to do this.

Action: Cllr Buckler to look into setting up a group email option to avoid each email address having to be typed each time. Clerk to distribute a list of all email addresses to all Cllrs in the meantime.

3326 PLANNING APPLICATION(S)

7.1 22/02189/HOU – Whitney Cottage, Whitney Hill, Horton – Erection of an enclosed swimming pool.

It was noted during the meeting that the application had already been permitted with conditions by SSDC. The parish council did not discuss the application any further.

Action: The clerk is to email SSDC and state the parish council's disappointment that the application was decided without requesting/chasing for the parish council's input first.

3327 PLAYING FIELD UPDATE

- 8.1 General Update. The playing field is currently being used much more. Two footballs left and being used still.
- 8.2 Playing Field Audit Report – Audit report received, no equipment has been deemed unsafe or requires any urgent work, just a small number of advisories to note/monitor. The report mentioned the bin and it being full of rubbish, Cllr Ray Buckler has spoken with SSDC regarding emptying the bin and the bin should now be included on a rota for regular collection. Concrete plinth to site a bench. BM obtained a quote for £380. Cost approved. RB to let BM know to go ahead with the work. Furthermore, the report also mentioned a lack of signage on equipment. The signage is visible and not sure how it was missed when carrying out the inspection.
- 8.3 Cllr Buckler to speak with the supplier of the new equipment to fix all points raised within the report for free as the equipment is still under 1 year old (until Dec 22). Cllrs Buckler and Hutchinson to fix all other minor issues where possible.

Action: Cllr Buckler to speak with SSDC and GB Sports regarding issues raised within the audit report. Cllrs Buckler and Hutchison to fix all other issues where possible.

3328 SPEED INDICATOR DEVICE – UPDATE SPEED INDICATOR DEVICE – UPDATE AND CONSIDER A QUOTE Cllrs

Peter Babbington, Barry Mosley, Ann Winter and Rob Hutchinson met with Truvello to discuss possible locations within the village to site the SID. Truvello provided a quote for two units which will cost approx. £10,000. During the meeting, the question was raised as to why two units have been quoted for. It was further discussed and considered that one unit would be more appropriate as the SID requires moving to a different location every two weeks and this would consequently reduce the cost to approx. £5,000. A few locations have been identified for siting throughout the village. Cllr Buckler provided the Council with an analysis report of other companies/costs etc to compare with the current quote. Due diligence requires three quotes to ensure the best value for money. The view of the Council currently is that the current quote is too high and further quotes are needed.

Action – Cllr Buckler to circulate the analysis document for further consideration. Cllr Barry Mosley to obtain two further quotes for consideration at the next meeting.

3329 A358 UPGRADE – UPDATE No updates currently.

3330 DOG WASTE BINS – UPDATE Cllr Peter Babbington has spoken with SSDC who have arranged to meet with him to carry out a site visit to look at the current situation of bins within the village and to discuss potential new locations for further bins.

3331 GRIT BINS – REFILLING An email was received from Somerset County Highways requesting an update on current grit bin levels and enquired if they require refilling. Two grit bins within the village; one at the Village Hall and the other at Riverside. Both require refilling. Request sent to Somerset County Highways.

3332 TO CONSIDER THE PURCHASE OF A NEW LAPTOP The clerk has requested that the existing parish council-owned laptop is replaced due to poor performance and the considerable time it takes to be able to turn it on and use it. The current laptop was purchased around 2016 and has had various updates to its hardware however, no further updates can be undertaken as the issue is down to the age of the processor. As part of SSDC's drive to go paperless, they have offered funds to purchase the necessary equipment to enable the paperless process. The request for a laptop was approved, seconded, and unanimously agreed upon.

Action: Clerk and/or Cllr Ray Buckler to speak with SSDC on the process of obtaining the necessary funds to purchase a new laptop.

3333 FINANCE

14.1 To Approve Financial Statement 2022/23 – Unanimously Approved. A question was asked concerning the amount held in reserves and if this had been ringfenced for a project. The clerk advised that it was not ringfenced.

Action: Add item to next agenda to discuss further.

14.2 Proposal – To approve payment of the following cheques:

14.1.1 D White – Clerks Wages and Expenses – Cheque No. 000827 - £596.15 - Unanimously Approved.

14.1.2 Venture Chartered Accounts – Payroll - Cheque No. 000828 - £144.00 - Unanimously Approved.

14.1.3 SALC – Affiliation Fees - Cheque No. 000829 - £232.27 - Unanimously Approved.

14.1.4 Play Inspection Company – Annual Audit - Cheque No. 000830 - £78.00

14.1.5 - Unanimously Approved.

14.2 To note payments made under delegated powers

14.2.1 Wirght Tree Surgery and Landscaping – Tree removal - Cheque No. 000826 - £670.00

3334 CLERK'S REPORT AND CORRESPONDENCE

15.1 County Councillor Report - Noted

15.2 Independent Remuneration Panel Members – Recruitment – Noted.

15.3 Cost of Living Crisis – Warm Hubs – The parish council does not own any buildings that could be offered as a Warm Hub.

15.4 Temporary Road Closure – Pound Road, Horton – Noted.

3335 ANY OTHER URGENT MATTERS RAISED WITH THE PERMISSION OF THE CHAIRPERSON

16.1 Broadway Hill Planning Application – Subcontractors working in fields, 8-10 trenches dug for structural surveying. Cllr Hutchison has spoken with the contractor to advise of drainage pipes, contractors are unaware of the true location of pipes. Gallion has recently advised when contacted that a two-meter wide strip will be put in place around the field to deal/protect with the drainage pipes however, ditches/fences are not shown on any plans submitted to SSDC.

16.2 Hedgerows – Cllr Ann Winter read out a letter from Cllr Barry Mosley who was not in attendance at the meeting but wanted to raise concerns over the situation with poor maintenance of the verges and hedgerows within the parish. During the last Council meeting, it was noted that a 1m strip was cut only. SCC report states that they are only legally required to cut 1m back from the highway. Going forward any maintenance work will need to be funded by the Parish Council. Cllr Rob Hutchinson recently strimmed a test patch to test the outcome which found that cutting the verges with a strimmer requires the waste to be collected and disposed of. It was agreed that the Parish Council would form a working party to maintain hedges/verges and to remove any overgrown brambles overhanging footpaths. Going forward, a longer-term plan is needed but an understanding of the magnitude of the problem is needed first.

Proposal – The clerk is imminently about to start work on next year's financial budget but to better inform this a quote will be obtained to be included for the maintenance around the village. Another idea is to consult with the community and ask if they would happy for the precept amount to be raised to cover the costs.

16.3 Power Supply for Defibrillator – Cllr Dave Johnson has received a quote to install a power supply, clerk to list it on the next agenda for consideration.

3336 DATE OF NEXT MEETING: Meeting dates amended, next meeting will be on the 13th October 2022 commencing at 6.30pm.