

MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 21<sup>ST</sup> MARCH 2022 AT 6.30PM IN BROADWAY HILL METHODIST CHURCH, HORTON.

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**Public Forum**

One member of the public was in attendance at the meeting.

**3348 ATTENDANCE** Cllrs Ann Winter – Chair, Ray Buckler – Vice-Chair, Mike Schmidt, Julie Layzell, Barry Mosley, Ann Richards and Rob Hutchinson.

**3349 APPROVAL OF APOLOGIES** Cllr Dave Johnson. Before the meeting, the Clerk received via email Cllr Richard Clifford's resignation, taking effect immediately, taking effect immediately.

**3350 DECLARATIONS OF INTEREST** None.

**3351 TO APPROVE THE MINUTES OF THE LAST MEETING (JANUARY)** Two minor amendments were required to sections 3334-1 (outcome) and 3334-5 (location) were required to the January minutes. Subject to these amendments, the minutes of the meeting held in January having previously been circulated were approved as a true record and correct record of the meeting. Cllrs approved, seconded, and unanimously agreed.

**3352 HORTON PARISH COUNCIL MEMBERS – CHANGES AND UPDATES**

5.1 HORTON PARISH WEBSITE – UPDATE – The new website is now fully up and running with the majority of information transferred and uploaded. Cllr Buckler proposed that each Cllr takes on a subsection of the website and is responsible for uploading content to this section monthly and Cllr Buckler to moderate content before it is published. New email addresses will be issued to all Cllrs soon and the current use of personal email addresses to cease.

**3353 LOCAL ELECTIONS – MAY 2022 – NOMINATION PAPERS** Nomination papers were circulated prior to the meeting and completed. During the meeting, the forms were signed in the necessary places and handed to the Clerk to deliver to South Somerset District Council.

**3354 PLANNING APPLICATION UPDATE – 20/03277/FUL – LAND NORTH OF BROADWAY HILL, HORTON** The Clerk emailed the agent requesting a progress update on the application, as requested by the Council in the January meeting, no response was received. The latest uploaded on SSDC's website is confirmation that Natural England object to the application on the basis of the proposed phosphate mitigation.

**3355 PLANNING APPLICATIONS TO BE CONSIDERED:**

8.1 22/00404/HOU - 28 Channells Lane, Horton - Demolition of log store & conservatory to rear, Erection of a two-storey extension to rear of dwelling comprising of a single storey lean-to and central two-storey element, Erection of porch to front of dwelling and associated internal and external works

The application was discussed during the meeting and the councillors unanimously voted to support the application. Approve.

*Action: Clerk to provide the above comment to SSDC.*

8.2 21/03806/COL - Garden Cottage, Pottery Road, Horton - Certificate of Lawfulness for the Existing Use of Garden Cottage as an independent self-contained residential accommodation (let to a third party and non-family member for over a 10 year period) in breach of condition 2 of planning permission 07/05608/FUL.

The application had been determined by SSDC prior to the parish council meeting and was subsequently approved. No consideration was given by the parish council to the application during the meeting.

**3356 PLANNING APPLICATION DECISIONS:**

9.1 22/00251/PAMB - Forest Gate Farm, Shave Lane, Horton - Notification of prior approval for change of use of agricultural milking parlour building into a dwelling - Permitted with Conditions - Noted.

9.2 21/02823/FUL - Horton Cross Farm, Old A358, Horton - Replacement dormer window - Permitted with Conditions - Noted.

9.3 21/02824/LBC - Horton Cross Farm, Old A358, Horton - Replacement dormer window and new internal staircase - Permitted with Conditions - Noted.

**3357 PLAYING FIELD UPDATE**

10.1 General Update - Please refer to '**Appendix 1**' for the update.

10.2 Insurance – The Clerk contracted the Council's appointed insurance broker (Came&Co) to enquire whether the existing policy covers the installation of the new play equipment. The response from Came&Co was as follows:

*'I can confirm Public Liability insurance is provided automatically for any assets that are either owned by the Parish Council or which they are responsible for maintaining. In the event of someone being injured due to a defect with the equipment for which the Parish Council is found to be legally liable, the policy we arrange will provide cover for any resultant claim. However, as certain items of play equipment are considered a higher Public Liability risk, we will need to know if your equipment includes any of the following; zip wire, skate park, bike track, as the insurer will likely ask for an extra premium to add any of these to cover the increased exposure.*

*If the Parish Council also wishes to cover the playground equipment against loss or damage we will need to include it under the Playground Equipment category of the Property Insurance section. In order to be able to provide an exact quotation, I will need to know the total replacement value of the playground equipment including installation costs but, on the assumption that the Council claims it back, excluding VAT.'*

*Action: Clerk to provide details on all new equipment bought and request a quote to cover these items against loss and damage.*

**3358 SPEED INDICATOR DEVICE – UPDATE** Cllr Mosley met with Seavington and Donyatt parish councils and District Cllr Adam Dance to discuss SIDS. Seavington PC is very knowledgeable on the scheme and advised on the two options available; data recording (preferred) which can be fed back to Avon & Somerset Police which then allows the police to carry out speed checks in the necessary locations. This option costs around £4,000. The second option does not record speeds and the device would cost around £2,500.

Few highway issues need to be considered/overcome prior to purchasing and installing a SID; mainly a member of the council needs Chapter 8 training in order to install/move the SID.

Discussions were held during the meeting and the council agreed that recording the data is mandatory in order to monitor speeds and to pass it to the police, if necessary. Cllrs Mosley and Hutchingson volunteered to undertake Chapter 8 training. It was agreed that Hanning, Pottery and Pound Road need monitoring and these are to be the first locations where the SID is to be installed.

*Action: Cllr Mosley to contact the SID company and request that they visit Horton and advise on suitable locations where a SID could be installed before committing to buy SID.*

**3359 STALLED ROAD AND PATH REPAIRS (METHODIST CHURCH, BRIDGE REPAIRS, POTTERY ROAD AND A358 AND A303 ROAD SIGNS) - UPDATE**

1. Roadworks outside Methodist Church – No update, works still required to fix the issues. Cllr Buckler to investigate further.
2. White Bridge, Pound Road – No update, works still required to fix the issues. Cllr Buckler to investigate further.
3. Pottery Road – Repaired.
4. Caravan signs – Some progress. Cllr Winter contacted Highways England/SCC on the 21.1.22, 8.3.22 and 21.3.22 to request the removal of the remaining signs. The sign on Southfield Roundabout is now removed. One from Donyatt to Horton and one past Monks Yard, still in place.

*Action: Cllr Buckler to investigate repair works required outside Broadway Hill Methodist Church and at White Bridge further. Cllr Winter to contact SCC again to request the removal of two outstanding signs.*

**3360 A358 UPGRADE – UPDATE** No further updates from Highways England. The working group made up of several parish councils is organising a meeting with Highways as the feeling is they don't have the support of SCC or SSDC and are in support of the proposed scheme by Highways England.

*Action: Cllr Buckler to contact Peter Gregory (Chair of Broadway PC) to discuss.*

**3361 DEFIBRILLATOR – UPDATE** Cllr Mosley advised the council that the 'London Hearts' charity is offering a grant (£300) towards the purchase of a defibrillator. The approximate cost of a new unit is £1,045 (excluding a £300 donation). It was unanimously agreed to purchase a new defibrillator as the current pads on the existing defibrillator owned by the council are about to expire and need replacing.

*Action: Cllr Mosley to look into options with regard to external cabinets to store defibrillator and necessary power source for the cabinet. Cllr Mosley to speak with London Hearts concerning ordering the unit, cabinet and signage.*

**3362 ONE SOMERSET – UNITARY COUNCIL – PROGRESS AND INVOLVEMENT OF PARISH COUNCILS** No further updates at the time of the meeting.

**3363 MAINTENANCE AROUND VILLAGE – TENDER PROCESS** James Champion (Grinters). Cllr Mosley met with Grinters and looked at areas of concern around the village. The initial one-off cost of works would approximately cost £365 plus VAT and subsequent maintenance visits (approx. 10 visits a year) at a cost of £180 per visit plus VAT. Grass growing on the road is the responsibility of SCC and Grinters cannot maintain this area as they would be required to have Chapter 8 training, which they do not have. The council unanimously agreed to the cost of the initial one-off cost to carry out the works required.

*Action: Cllr Mosley to appoint Grinters and request removal of waste as too substantial to leave on site.*

**3364 POTENTIAL PLANNING ENFORCEMENT ISSUES – UPDATE** Monks Yard - metal trellis type structure, no action at this time.

**3365 POTENTIAL VILLAGE PROJECTS – ALLOTMENTS** Cllr Hutchingson enquired as to the extent of land owned by the council to see if allotments could be provided within the village, unfortunately, the council only owns the playing field and therefore, there are no opportunities to provide allotments and idea cannot be taken forward.

**3366 FINANCE**

- 19.1 To Approve Financial Statement – Unanimously Approved.
- 19.2 Bank Signatories – To add and remove – Unanimously Approved.
- 19.3 Proposal – To approve payment of the following cheques:
  - 19.3.1 C Duff – Wages and expenses (To include annual pay rise back paid from April 2021) - Cheque No. 000806 - £630.94 - Unanimously Approved.
  - 19.3.2 Broadway Hill Methodist Church – Hall Hire - Cheque No. 000807 - £19.50 - Unanimously Approved.
  - 19.3.3 GB Sport & Leisure – Playing Field - Cheque No. 000809 - £27,731.41 - Unanimously Approved however, cheque to be issued in April.
  - 19.3.4 TEEC – Website - Cheque No. 000808 - £240.00 - Unanimously Approved.

**3367 CLERK'S REPORT AND CORRESPONDENCE**

- 20.1 Avon and Somerset Police Monthly Update Report – No report received since the last meeting.
- 20.2 New Business Support – Add article to the website.
- 20.3 Local Heritage List – Add item to July agenda, send a copy of the email to all Cllrs.
- 20.4 Suggs Lane – Letter from a member of the public highlighting their concerns over highway issues - Noted

**3368 ANY OTHER URGENT MATTERS RAISED WITH THE PERMISSION OF THE CHAIRMAN**

- Confirmation of maternity cover arrangements – A temporary replacement has been found.
- Cllr Buckler was recently elected as the Neorche Ward District Councillor. Cllr Buckler can remain on the parish council however will be stepping down in due course as vice-chair. Cllr Mosley has expressed an interest in taking over the vice-chair position. Changes will come into effect in May 2022.
- Following the resignation of Richard Clifford, a vacancy is available. A resident in the village has expressed an interest in filling this position and will be completing the Nomination Form for the upcoming Local Elections.

**3369 DATE OF NEXT MEETING:** Monday 9<sup>th</sup> May 2022 commencing straight after the Annual General Meeting (Approx. 7.00pm).

## APPENDIX 1 – PLAYING FIELD UPDATE

### Horton Playing Field - Report to Horton Parish Council 21.03.22

#### Installs

Gary Barber visited the playfield recently on his three months after install check, He noticed that one section of the playwall (grey mesh) has, unusually, is showing signs of rust. He has ordered a replacement, and this should be installed to replace the faulty unit this week. I mentioned to him that the adult exercise units with moving parts, do not have much resistance to being pushed or turned and he has promised to see if there should be some form of friction pad that may need tightening. If this is the case, it can be corrected at the same time as the mesh install.

#### Usage

The most popular item is the Playwall and goals. I am pleased to report that of the five practice balls the council purchased in October 2021, four are still accounted for and two still available in the net attached to the playwall, with only one that has gone missing. However, after nearly six months of use, two of the four are no longer staying inflated. I am therefore asking the council to purchase a further four as a Parish resource, especially as the park is being used more – I will keep two in the net and top up/re-inflate as needed.

#### Older installs

**Equipment:** Regular checks have found little or no reduction in condition of the swings and slide unit and seating. Some repainting will be needed. But can be left for the moment. A new checklist is being put together at the moment with help from Gar Barber of GB Sports. From a visual inspection, nothing needs attention at the moment

*Action: New footballs to be ordered – unanimously agreed.*

**Contractors:** both D and Michelle have been advised of upgrade work and asked if prepared to continue for 2022, D has agreed. Have spoken to Michelle again today, she will need to see the revised layout, but does not expect any material change in cost.

*Action: Cllr Buckler to arrange working group to carry out minor maintenance at playing field.*

**Skatepark:** Last check showed no damage or need to maintenance.

**Grass:** Michelle gave this its first cut in March and first since the install of new kit. I did ask for her to alert me if the new layout caused additional work. I have not heard back from her, but will speak to her and get this element agreed, so we can maintain the same price as last year [ unless we wish to accommodate the uplift in fuel prices]

*Action: Agreed to pay additional fees to cover fuel charges.*

**Perimeter:** Hedgerows and perimeter tackled by Dee at KaySpray early March , Dee also cut up and removed a fall tree pulled down by the February storms – There is one further tree that may also fall into the car park in Channells Lane and I recommend this is felled and removed (its an ash )

*Action: Unanimously Approved to fell ash trees. Cllr Buckler to contact Abri (land owner) to request removal for safety reasons.*

**Litter:** Bins have been collected and emptied this year. I will raise the issue of install recycling bins as a District Councillor.

**Signage still outstanding: *I promised to advise on signage from November*** – apologies not happened, installs only completed after end of year, plus still need to reach SSDC parks dept Adrian Moore.

**Outstanding items re the install and revised park layout from November 21 meeting:**

1. Insurance implications? We need to update the insurance company on the new equipment
  - a. With Charlotte – *Refer to minute item no. 3357.*
2. Asset register for parish – lots to add - *Refer to minute item no. 3357.*
  - a. Assets updated in Parish records? *Cllr Buckler to provide full list to Clerk so asset register can be updated. Also required for audit purposes.*
3. Contract work re-issue with existing.
  - a. Contracts at same prices issued for 2022/23
4. Should we have a defib unit in the park?
  - a. Agree not at this stage
5. Walking football and other sports groups? [ Barry]
  - a. Adele Brady Husband has shown interest in a Walking football group.
6. Additional bins and recycling
  - a. Replace bins with new and RB to look into Recycling units from SSDC
7. Plants/Bushes to be planted need to discuss location and timing?
  - a. Review and update – *Cllr Layzell advised that it is the end of planting season and therefore no stock around currently and therefore suggests planting in Autumn when doing the official opening of the park. Defer to the Autumn.*
8. Additional benches/seating X 3 now the picnic benches and seating have proved solid and reliable?
  - a. Working party/contractor need to install one more bench – *Cllr Layzell to post on Facebook asking for local builder to provide quote to install. Quotes by the 9<sup>th</sup> May 2022.*
9. Re-paint of existing swings and static multi-play unit, tender locally, or get the community involved?
  - a. Suggest tender locally.
10. Official opening for next year, who should open? timing – Spring (depending on COVID), make it an event?
  - a. Further thoughts on an event to officially open the field - *To be considered at a later date.*

Ray Buckler – 20.03.22