

MINUTES OF MEETING OF FIVEHEAD PARISH COUNCIL

Held on Monday 7 August 2017 at 2000 at The Village Hall, Stowey Road Fivehead

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| | Present: Mrs K Beacham (Chair); Mrs L Howard; Mrs N Cameron; Mrs P Brett; Mr K Male; District Councillor S Steele; Mrs J Wardle (Clerk/RFO). |
| | Public participation One member of the public attended. |
| | County Councillor's Report - previously circulated. Members commented that they were happy with the clear format of the new-style report. They also accepted SS's offer to forward District Councillor's D Yeoman's report for information. |
| | District Councillor's Report - SS said that she would report back on the Somerset Rivers Authority Joint Scrutiny meeting. |
| 2704 | Apologies for absence Apologies were received from: Mr J Westworth; Mr R Wynn. |
| 2705 | Approval of the minutes of the last Parish Council meeting a) The minutes of the Parish Council meeting, previously circulated, held on 10 Jul 17 were approved. Proposed PB and seconded LH. Carried unan. |
| 2706 | Declarations of Interest No declarations of interest. |
| 2707 | Dispensations No dispensation requests were requested. |
| 2708 | Matters Arising From the Minutes (10 Jul 17) and Raised By Members a) Churchyard. (i) The hedge owner has been asked for the previously-agreed contribution of £60 towards costs. No response yet. (ii) SALC has advised that felled timber belongs to the Parochial Church Council (PCC) – the Parish Council only maintains a closed churchyard, ownership is still vested in the church. PCC notified. (iii) PCC accept that grass maintenance in open churchyard is not the responsibility of the Parish Council and thus is not formally part of the maintenance contract. PCC do not have the wherewithal, either mechanically or financially, to regularly maintain the open part and have thus relied on PC/contractor goodwill to keep the grass mown/strimmed. Resolution: to support the PCC request that, when renewing the maintenance contract (Dec 17), the mowing of the open area will be included noting that financial support from PC is permissible under s214(6) of the 1972 Act. Proposed LH and seconded PB. Carried unan. b) Matravers Engineering have been contacted and are considering the options for better signage for heavy vehicles. c) The PC bottle stall at the Summer Fete raised £150 which will be split between the Village Hall and Playing Fields. d) Restoration of war memorial - the application for a grant for the work has been submitted (decision expected end Sep 17). A Rededication Service for the memorial is planned possibly with an associated village social event with proceeds given to appropriate charities. e) Community Plan survey results have been received and are being analysed by the Working Group. A public meeting will be held at 1930 on Friday 29 Sep 17 to discuss the report findings and seek views on an action plan. Key stakeholders will be consulted and outstanding actions from the 2007 Plan will be considered. f) <i>Action: Clerk to check with Streetscene on dog bin emptying schedule.</i> Query sent; response awaited g) Fly-tipping: Path L11/51 and on the Curry Mallet road near Two Bridges - items removed. h) At the Internal Audit, some lack of clarity (inherited from NALC) and some procedural inconsistencies were observed with existing documentation. Resolution: To approve Financial Regulations: amend para 4.1 ('that the Clerk, in conjunction with Chairman of Council may, in an emergency, carry out repairs or other work for any items £500 or below'. Note that this is increased from £250.); add footnote to para 11.1a to clarify; rewrite para 11.1h to clarify. Proposed PB and seconded LH. Carried unan. Resolution: To approve Standing Orders: amend para 5j to reflect actions required at Annual Meeting of the Parish Council. Proposed PB and seconded LH. Carried unan. i) The Pound is registered as Common Land (CL30) with no owner. <i>Action: Clerk to take</i> |

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| | <p><i>advice from SSDC Legal on possibility of claiming adverse possession (where someone who has been managing property for a given amount of time can claim legal ownership of it).</i></p> <p>j) Dates for 2018 PC meetings agreed: Mon 8 Jan; Mon 5 Feb; Mon 5 Mar; Mon 9 Apr; Tues 8 May - Annual Meeting of PC.</p> | | |
| 2709 | <p>Correspondence Received</p> <p>a) The current insurance provider, AON, has decided to cease its involvement in Local Councils market and will not be offering renewal terms. There is no impact on the existing insurance policy. Noted.</p> <p>b) Langport Town Council have advised that the South Somerset Links Community Transport service will close - Chair and Clerk will attend meeting on 14 Aug 17. Noted.</p> <p>c) SSDC guidance on permissible 'advertising' material on highways will be posted on website</p> <p>d) SSDC training on planning matters (12 Oct 17) will be attended by PB, LH and Clerk.</p> <p>e) A donation request from Girlguiding Somerset Sri Lanka 2018 was declined as it was not deemed to be a community benefit. Members wished the team well and would consider making individual donations.</p> <p>f) David Warburton MP surgery dates will be posted on the noticeboard and on the website.</p> <p>g) SSDC Gold Star Awards 2017 - no nomination this year.</p> <p>h) SCC Chairman's Awards for Service to the Community - no nomination this year.</p> <p>i) SCC JSNA report 'Somerset: Our County 2017 - 'Ageing Well' - noted.</p> | | |
| 2710 | <p>Reports</p> <p>a) Playing Field - Working Group established to look at forming a village cricket team.</p> <p>b) Highways - ongoing problems resulting from A378 closure, no buses and gritting on lanes.</p> <p>c) Rights of Way - a complaint about L11/2 (to Isle Abbots) was discussed: given the heavy rainfall and growing season, the overgrown condition of the footpath will be kept under review.</p> <p>d) Environment, Village Hall, SALC, Cemetery - nothing to report.</p> <p>e) Police report available at https://www.police.uk - nil crimes in May 17.</p> <p>f) Asset/Maintenance Check Report passed to Clerk.</p> | | |
| 2711 | <p>Planning - see http://www.southsomerset.gov.uk/planningsearch/ for details</p> <p>a) Application No 17/01174/FUL Horse stable on skids and change of use to equestrian (retrospective). Langford Fivehead, Lower Swell. No objections.</p> <p>b) Glendale Public Consultation (11 Jul 17) - well-attended meeting with opportunity to view plans for 4 dwellings and ask questions of architect and agent. All details are on website.</p> | | |
| 2712 | <p>Finance</p> <p>The financial position of the Council was received. An interim statement was scrutinised and it was noted that budget line forecast overspends will be reviewed at the end of Q2. Two bank reconciliations were signed off by the Chairman.</p> | | |
| | <p>a) Payments authorised during the previous month:</p> | | |
| | Information Commissioner | Data Protection Fee | £35 (Direct Debit) |
| | <p>b) Payments authorised:</p> | | |
| | (i) J Wardle | Clerk/RFO Salary (Jul) | £242.37 |
| | (ii) J Wardle | Homeworking allowance (Jul) | £18 |
| | (iii) HMRC | Clerk/RFO PAYE (Jul) | £60.60 |
| | (iv) M Pettitt | Grass maintenance (Jul) | £437.50 |
| | (v) iSOK Designs | Newsletter print (Aug) | £86.20 |
| | (vi) FVHMC | Meeting rooms (Jul) | £33 |
| | <p>c) Income received during the month:</p> | | |
| | (i) NatWest | Interest (Jun) | £0.27 |
| 2713 | <p>Matters of Report, Questions and Items for the Next Meeting</p> <p>a) Chairman - nil.</p> <p>b) Clerk - nil.</p> <p>c) Councillors - nil.</p> | | |
| | <p>Date of Next Meeting</p> <p>Tuesday 29 August 2017 at 2000. The Village Hall, Stowey Road, Fivehead</p> | | |

The meeting closed at 2122.

Chairman.....

Dated.....