

MINUTES OF MEETING OF FIVEHEAD PARISH COUNCIL
Held on Monday 1 July 2019 at 2000 at The Village Hall, Stowey Road Fivehead

	Present: Mrs K Beacham (Chair); Mr R Wynn; Mrs P Brett; District Councillor M Cavill; Mrs J Wardle (Clerk/RFO).
2982	Public participation – nil.
2983	County Councillor's Report – received and circulated post-meeting.
2984	District Councillor's Report – MC reported on the consultation that has just commenced on the South Somerset Local Plan Review (see Min 2994) and the decision re the Preferred Route for the A358 (see https://highwaysengland.co.uk/projects/a358-taunton-to-southfields/).
2985	Apologies for absence – Mrs L Howard; Mrs N Cameron; Mr J Westworth; County Councillor C Aparicio-Paul.
2986	Approval of the minutes of the last Parish Council meeting a) The minutes of the Meeting of the Parish Council, previously circulated, held on 3 Jun 19 were approved. Proposed PB and seconded KB. Carried unan.
2987	Declarations of Interest – nil.
2988	Dispensations – nil.
2989	Matters Arising from the Minutes (3 Jun 19) and Raised by Members a) Glendale development and Butchers Hill: Highways have agreed that any changes to the footpath/roadwidth is best left for discussion with the Glendale developers idc. Highways have offered to improve the situation by providing edge of carriageway markings and warning signs to highlight the road narrows. This will be accompanied by 'oncoming vehicles in the middle of the road' supplementary plates. Members agreed to support this. <i>Action: Clerk to confirm Butchers Hill road markings and signage changes with Highways.</i> <i>Action (medium-term): PB to investigate getting the Pound listed.</i> No progress. b) Langford Corner: JWe has agreed to provide the weed-suppressing membrane; Clerk to purchase gravel. The Clerk has submitted a request to SSDC to move the bin from Langford Corner to by the Parish noticeboard. <i>Action (medium-term): Clerk to investigate formal procedure for Voluntary First Registration of Langford Corner.</i> No progress. c) SCC Consent has been received for a dog waste bin on the lane between Lower Swell and Higher Swell; agreement to empty the bin now sought from Streetscene. d) Swell: <i>Action: Clerk to investigate funding for a seat by St Catherine's Well.</i> Investigation ongoing. Road signage for Swell as requested by parishioners can be provided by SCC on a rechargeable basis (c£300 per location). Members agreed that confusion for delivery drivers can be an issue; however, given the potential cost of c£600 for 2 signs, further views will be sought. <i>Action: Clerk to seek views of parishioners on cost of Swell signage via next newsletter.</i> e) 2019 Christmas Tree and Event: Members agreed that a suggested date of Sun 8 Dec 2019 to coincide with the St Martins Carol Service would be acceptable. <i>Action: Clerk to take advice from Greenshutters re Christmas tree purchase/erection.</i> Ongoing. f) Historic Rights of Way – no progress. g) Telephone kiosk restoration – a volunteer parishioner is kindly trying to safely remove the door at which point it will be assessed for repair. h) Website upgrade – Members agreed a specification and noted that a Working Group should be formed to assess quotes and resolve related issues. <i>Action: Clerk to obtain 3 quotes for website upgrade.</i> i) Fivehead Arable Fields Nature Reserve (Somerset Wildlife Trust) – a comprehensive reply about the management of the Reserve has been received from SWT who have also offered a guided weekday walk in Jun 2020. <i>Action: Clerk to contact M Knox re organising a walk around the Nature Reserve in June 2020.</i> j) Neighbourhood Watch (NHW) and No Cold Calling Zone – KB has spoken to the Police about NHW and will now organise a meeting for volunteers around Ganges Hill and Close. Nothing further received from Police re Cold Calling – Clerk to chase again. k) 75 th VE Day celebrations (8-10 May 2020) – PB has conducted some early enquiries and received support for an event; action ongoing. l) Legal Topic Note 21 Local Council Help to Village Halls – LH (the PC representative on the VH Committee) has confirmed that she is a Trustee of that charity. m) Council's bottle stall at the Fivehead fete – Members agreed the arrangements including their donation of prize bottles.

	<p>n) Damaged pavement at St Martins Close – Clerk has contacted the bus operator (Redwoods) to ask if the pavement can be avoided when reversing.</p> <p>o) <i>Action (medium-term): Clerk to take advice on the process, costs and benefits of establishing ownership of Village Green.</i> No progress.</p> <p>p) Ideas for application for Health/Wellness funding (raised by CAP) – deferred to next meeting.</p> <p>q) Passwords updated and passed to Chair – noted.</p>						
2990	<p>Correspondence Received</p> <p>a) Devon & Somerset Fire & Rescue Service consultation (1 Jul- 20 Sep 19) on proposed changes to fire stations and crews. More details at www.dsfire.gov.uk. Noted.</p> <p>b) Temporary closure of Top Road, Curry Mallet east of the junction with Cathanger Lane for a distance of 30 metres to enable Wessex Water to carry out new connection works. Effective on 15 Jul 19 with the works expected to last for 5 days. Noted</p> <p>c) SSDC Environment Strategy consultation – Members noted the initiative and the responses received from parishioners. <i>Action: Clerk to send interim response to SSDC.</i> PB briefed on the 'Turn Lyme Green' https://turnlymegreen.co.uk/ community initiative which promotes sustainable living in Lyme Regis. Noting that this and similar initiatives in local towns and villages are worthy of further discussion, the matter will be on the agenda for the Aug meeting.</p> <p>d) CCS promoting the local network of Micro Providers – noted. The Clerk suggested organising (with CCS) a local area meeting of community groups in the Islemoor Ward to discuss requirements for Micro Providers and to introduce the new Village Agent Andrea Male. <i>Action: Clerk to get more information from CCS about support provided by Village Agents.</i></p>						
2991	<p>Reports</p> <p>a) No reports from Playing Field; Village Hall; SALC; or Cemetery.</p> <p>b) Highways:</p> <p>(i) A complaint from a parishioner about the state of roadside verges after cutting was discussed. A combination of only one cut pa and the wet weather meant that the cut was not clean and considerable debris was left in situ. Feedback will be sent to Highways.</p> <p>(ii) A complaint from a parishioner about the poor visibility at the top of Ganges Hill because of the vegetation on the roadside was noted. <i>Action: Clerk to send urgent request to Highways re visibility splay at the top of Ganges Hill.</i></p> <p>c) Environment:</p> <p>(i) Concerns reported by a parishioner about the content of a liquid discharge from an outlet pipe opposite the cemetery will referred to SSDC Environment for investigation.</p> <p>(ii) Members recorded their thanks to SSDC for their careful mowing in the churchyard and on the Village Green; Members noted that the mowing schedule is every 10-14 days in Summer months.</p> <p>(iii) Tree Warden (B Knox) will attend a Reimagining the Levels event 'Trees for Somerset – Trees for your Parish' at a cost of £11.37.</p> <p>d) Rights of Way - the following have been reported on Roam Somerset by several people: L11/19 (Higher Swell) overgrown with oil seed rape through to the bridge out of the first field. After the second field, the path is impassable. L11/21 (Higher Swell) to the north is a little better but requires a wider path through the crop. L11/2 (Isle Abbots Drove) would benefit from a trim in July.</p> <p>e) Police report available at https://www.police.uk – 1 crime reported in Apr 19.</p> <p>f) Asset/Maintenance Check Report: nil. Report book with RW.</p>						
2992	<p>Planning - see http://www.southsomerset.gov.uk/planningsearch/ for details</p> <p>a) Approval of Application No 19/00962/HOU New parking area to front of existing house, with new gates and extended hedge. Removal of low stone plinth to east of house. Rooflight to existing first floor roofspace above entrance hall. Casement window from WC / shower room within annexe to adjacent lane. New rooflights to existing first floor roofspace above annexe. New fixed window to store / woodshed. Somerford, Silver Street. Noted.</p>						
2993	<p>Finance</p> <p>The financial position of the Council was received. Two bank reconciliations were signed off by the Chairman. Min 2975 approved overspend for Cemetery Legal Compliance course to come from Reserves.</p>						
	<p>a) Payments authorised during the previous month:</p>						
	<table border="1"> <tr> <td>(i) Parish Magazine Printing</td> <td>Newsletter print (June)</td> <td>£250.58</td> </tr> <tr> <td>(ii) Fivehead VH</td> <td>Meeting room (May)</td> <td>£15</td> </tr> </table>	(i) Parish Magazine Printing	Newsletter print (June)	£250.58	(ii) Fivehead VH	Meeting room (May)	£15
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	b) Payments authorised:		
	(i) J Wardle	Clerk/RFO Salary (inc backpay for Apr & May)	£290.04
	(ii) J Wardle	Homeworking allowance	£18
	(iii) HMRC	Clerk/RFO PAYE	£72.60
	(iv) J Wardle	Gift for Internal Auditor for services	£44
	(v) SLCC Enterprises Ltd	Cemetery Legal Compliance course	£198 (inc VAT)
	c) Income received during previous months:		
	(i) NatWest	Interest (May)	£5.88
	(ii) J Cramp	Newsletter advert	£27.50
	d) Satisfactory internal review of controls (1 of 4) by LH and Clerk – noted.		
2994	Matters of Report, Questions and Items for the Next Meeting		
	a) Chairman – nil.		
	b) Clerk		
	(i) A SSDC consultation of South Somerset Local Plan Review has been received. This follows the consultation which took place during late 2017 and early 2018. The consultation period will be from 28 Jun to 18 Sep 19. The plan includes SSDC's proposed strategy for delivering new homes and employment over the period 2016-36, including site allocations and policies against which planning applications will be assessed. Members agreed that the Clerk should publish details on the website and by village email immediately and include details in the Aug newsletter. The consultation will be discussed at the Aug and Sep meetings of the Council.		
	c) Councillors – nil.		
	Date of Next Meeting		
	Monday 5 August 2019 at 2000 -The Village Hall, Stowey Road		

The meeting closed at 2150.

Chairman..... Dated.....

DRAFT