# MINUTES OF MEETING OF FIVEHEAD PARISH COUNCIL
## Held on Tuesday 6 November 2018 at 1930 at The Village Hall, Stowey Road Fivehead

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| | **Present:** Mrs K Beacham (Chair); Mrs L Howard; Mrs N Cameron; Mr R Wynn; Mr J Westworth; Mr K Male. County Councillor C Aparicio-Paul; Mrs J Wardle (Clerk/RFO). |
| | **Public participation**<br>No members of the public attended. |
| | **County Councillor's Report** – points from the report previously circulated were discussed and then CAP left the meeting. |
| | **District Councillor's Report** – nil. |
| 2881 | **Apologies for absence**<br>Apologies were received from Mrs P Brett; |
| 2882 | **Approval of the minutes of the last Parish Council meetings**<br>a) The minutes of the Parish Council meeting, previously circulated, held on 1 Oct 18 were approved. Proposed LH and seconded NC. Carried unan.<br>b) The minutes of the Parish Council Planning meeting, previously circulated, held on 9 Oct 18 were approved. Proposed RW and seconded LH. Carried unan. |
| 2883 | **Declarations of Interest** – nil. |
| 2884 | **Dispensations** – nil. |
| 2885 | **Matters Arising from the Minutes (1 Oct 18 and 9 Oct 18) and Raised by Members**<br>a) Asset Register:<br>(i) *Action: PB to investigate getting the Pound listed.* No progress.<br>(ii) *Action: Clerk to seek advice from Land Registry and Berkeley Homes on the Voluntary First Registration of Langford Corner*. No progress. Additional historical papers provided by KM.<br>(iii) Langford Corner planting – LH reported that Greenshutters have kindly sprayed the area with weed-killer and are producing a planting design. Their professional advice is to totally clear the area and plant through a membrane to minimise future maintenance and costs. Arrangements will be made to follow their advice.<br>b) Cemetery maintenance.<br>(i) *Action: Clerk to purchase two aluminium signs for the cemetery.* Awaiting repainting – see (ii).<br>(ii) Members reviewed the three quotes received for repainting the cemetery railings.<br>**Resolution: to award the contract to repaint the cemetery frontage railings to SSDC Environment Services.** Proposed NC and seconded KM. Carried unan. The option to accept the quote to repaint the remaining three sides of railings will be considered in the future.<br>c) *Action: Clerk to obtain three quotes for the restoration of the Pound including stonework, ironwork and planting.* Two quotes received; awaiting third quote.<br>d) *Action: Clerk to get quotes for replacement posts for noticeboard.* Two quotes are pending.<br>e) CCS advice session for Parish Council, Village Hall and Playing Field representatives. *Action: Clerk to liaise with VH and PF representatives on agenda and costs for advice session.*<br>f) JWe reported that footpath L11/2 across the field at the bottom of Cemetery Hill has now been drilled. No further action at this time.<br>g) Meeting dates for FY19/20 were agreed and will be published on the website/noticeboard.<br>h) Members agreed that the options and costs for a WW1 memorial seat for the Village Green should be investigated. *Action: Clerk to identify options/costs for a Memorial Seat.*<br>i) Impact of the 'Bund' on public Right of Way – *Action: Clerk to contact SCC Rights of Way Officer again about the footpath obstruction.*<br>j) Community Resilience training was attended by PB and O Howard. PB reported (by email) that 122 people attended from 34 communities; 11 organisations were represented. Contacts, presentations and workshops will be useful in the preparation of the Emergency Plan.<br>k) Cold calling and Neighbourhood Watch – KB reported that the first Neighbourhood Watch Group is about to be formed in Ganges Close as a sufficient level of interest has been recorded. Further groups can be formed subject to demand. It was noted that planned changes to Neighbourhood Policing are meant to make officers more visible in their communities including attending PC meetings. Plans to establish a Cold Calling Zone in the village are being investigated. *Action: Clerk to prepare a digital map showing possible limits of Cold Calling Zone*<br>l) Funding for the purchase and mounting of the WW1 medals of (Albert) George Chorley (one of Fivehead's Fallen) were raised by PB through online Crowdfunding. After cleaning and mounting, the medals will be offered to the Village Hall Management Committee for display. |

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| 2886 | **Correspondence Received**<br>a) Melanie Rose has been appointed as the CCS Village Agent for Fivehead and Swell. Contact details will be posted on the website and noticeboard – noted.<br>b) A Digital User Survey from Connecting Devon and Somerset has been published on the website and by village email – noted.<br>c) Changes to the SCC Highways Winter Service for 2018/19 were noted. The main roads around Fivehead will continue to be gritted by SCC; roads through the village are not gritted. Previously-acquired supplies of rock-salt are held by KM if required.<br>*KM left the meeting.*<br>d) The outcome of the Libraries Service Redesign, and the withdrawal of Mobile Library service from Fivehead wef Jan 2019, were noted.<br>e) The temporary road (A378) closure on High Street, Curry Rivel in Nov 18 for 10 working days for sewage works was noted. Details are on the village website and noticeboard.<br>f) The offer of a commercial service repainting finger signposts was noted but declined.<br>g) A number of temporary road closures at Higher Swell, Fivehead; Wickmoor, Aller and Curry Rivel; Top Road, Curry Mallet and Fivehead; Lower Cottage Lane, Fivehead; Langford Lane, Fivehead in Nov/Dec 18 for Gigaclear cabling were noted. Details on the village website and noticeboard. | | |
| 2887 | **Reports**<br>a) SALC – NC reported from the SALC AGM inc the plans to establish a not-for-profit limited company (SALC Ltd) by Apr 19.<br>b) 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.<br>c) No reports from VH, PF, Cemetery, Highways or Rights of Way.<br>d) Police report available at https://www.police.uk. 2 reported crimes in Fivehead in Aug 18.<br>e) Asset/Maintenance Check Report: nil. Report book with PB. | | |
| 2888 | **Planning - see http://www.southsomerset.gov.uk/planningsearch/ for details**<br>Nil. | | |
| 2889 | **FY19/20 Finances - Preliminary Discussion**<br>a) Items for the budget for FY19/20 and Reserves listing were discussed. A full debate on Community Plan actions, grants, assets, maintenance, Reserves and the Precept will take place at the Dec 18 meeting. *Action: Clerk to schedule budget debate for Dec 18 meeting and to ask Village Hall and Playing Fields Committees for their grant requests.*<br>b) **Resolution: to approve the Risk Report dated 31 Oct 18 and confirm insurance levels.** Proposed RW and seconded JWe. Carried unan.<br>**c) Resolution: to offer to extend the grass maintenance contract with SSDC for one year (wef Apr 19) with a 3% increase.** Proposed LH and seconded NC. Carried unan.<br>**d) Resolution: to increase cemetery fees by 10% wef 1 Jan 19 to bring to reflect comparative rates in local cemeteries and ongoing maintenance costs.** Proposed JWe and seconded NC. Carried unan.<br>**e) Resolution: to increase newsletter advertising rates to £27.50 for 1/8 A4 size (or equivalent) in 6 issues wef 1 Apr 19.** Proposed JWe and seconded NC. Carried unan. | | |
| 2890 | **Finance**<br>The financial position of the Council was received. Two bank reconciliations were signed off by the Chairman. An interim statement was scrutinised – no budget line overspends. | | |
| | a) Payments authorised during the previous month: | | |
| | (i) Parish Magazine Printing<br>(ii) Fivehead Village Hall | Newsletter print (Sep)<br>Meeting room (Sep) | £250.58<br>£15 |
| | b) Payments authorised by JWe; further authorisation will be sought. | | |
| | (i) J Wardle<br>(ii) J Wardle<br>(iii) HMRC<br>(iv) Fivehead Village Hall | Clerk/RFO Salary<br>Homeworking allowance<br>Clerk/RFO PAYE<br>Meeting room (Oct) | £256.28<br>£18<br>£64<br>£15 |
| | c) Income received during previous months: | | |

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| | (i) NatWest<br>(ii) HMRC<br>(iii) M Rogers Plumbing<br>(iv) G Bailey Electrics<br>(v) Arbortech<br>(vi) Tinknells Fuels<br>(vii) Ilminster Chiropractic | Interest (Sep)<br>VAT refund<br>Newsletter advert<br>Newsletter advert<br>Newsletter advert<br>Newsletter advert<br>Newsletter advert | £1.11<br>£232.01<br>£25<br>£50<br>£25<br>£50<br>£25 |
| 2891 | **Matters of Report, Questions and Items for the Next Meeting**<br>a) Chairman – nil.<br>b) Clerk – nil.<br>c) Councillors – nil. | | |
| | **Date of Next Meeting**<br>**Monday 3 December at 1930** – Parish Council Meeting - The Village Hall, Stowey Road | | |

The meeting closed at 2048.

Chairman…….. Dated……..

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