

**DRAFT MINUTES OF FIVEHEAD PARISH COUNCIL MEETING**  
**Held on Monday 2 August 2021 at 1930 at The Village Hall, Stowey Road, Fivehead**

**Present:**

Mrs K Beacham - Chair (KB); Mrs L Howard (LH); Mrs N Cameron (NC); Dr B Ferguson (BF); Mrs J Parsons - Clerk/RFO (JP)

**Public participation**

One Member of the Public attended to offer his services as a volunteer to help the Council take forward environmental matters. Please see Min 4158m.

**4153 County Councillor's Report**

CP had given her apologies and her latest report had been circulated to Members and made available on the Parish website (<https://fivehead-village.org.uk/update-from-somerset-county-councillor-clare-paul-13/>)

**4154 District Councillor's Report**

No report.

**4155 Apologies for absence**

Mr R Wynn; Mrs P Brett; County Councillor C Paul

**4156 Minutes**

The Minutes of the Meeting of the Parish Council, previously circulated, held on 5 July 2021, were approved. Proposed by LH and seconded by BF. Carried unan. Hard copies of the Minutes were signed by the Chair.

**4157 Declarations of Interest and Dispensations**

Relating to matters at Min 4161c, NC, as a property owner neighbouring Glendale, had previously declared an interest, with no dispensation given, so would withdraw from decisions as necessary.

**4158 Matters arising from the Minutes (5 July 21) and raised by Members**

- a) Village map – Members were in favour of the design of a compass circulated by PB, which would be carved out of oak and finished in teak oil and lacquered. One would be placed at each corner of the map. Clarification of cost and drainage solution was still required. **Action:** Clerk to follow up for Sept 21 meeting, to confirm costing and how the drainage holes would work.
- b) Tree preservation/visit from SSSC Tree Officer – PB met with the Tree Officer and Tree Warden on 20 July 21 to view the trees to be considered for TPOs, mainly on the Cathanger Estate; there had been no feedback from the meeting as yet. **Action:** Clerk to follow up and add to Sept 21 agenda.
- c) Speedwatch/local speed issues – i) reports of increased speeding incidents on Butcher's Hill and Ganges Hill had been received from parishioners, and also requests for the Parish Council to re-consider forming a volunteer group. More volunteers would be needed for a Speedwatch group, including someone to run it. A village email and message on Facebook would be sent out to remind people to watch their speed and to ask for further volunteers. Suggestions for a poster campaign to raise awareness were discussed. The Clerk would find out from Highways if posters would be permitted and contact Isle Brewer's Clerk about village signage. The CIL working group would look at whether a Speed Indicator Device (SID) could be considered for funding from CIL monies. ii) It was noted that one of the 30 mph signs on the A378 at the top of Butcher's Hill was obscured by vegetation. A parishioner had also asked that the overgrown vegetation be cut-back on both sides. Highways had confirmed responsibility for the left and the owner of the property was responsible for the right. LH offered to speak to the owner. **Action:** Clerk to send out village email and PB to put message on Facebook for volunteers. CIL working group to look into possibility of funding a SID. LH to speak to the owner about cutting back the vegetation on the right of the junction off of the A378 – Butcher's Hill and the Clerk to follow up with Highways. Clerk to add to Sept 21 agenda for follow up.

- d) Flooding on Butcher's Hill – KB had met with Highways on site to review the long-standing flooding issues at the bottom of the hill, also extending into The Pound. Highways would be arranging for an order to be issued for the clearing of the road edge from opposite Orchard Rise to the new site but currently could not give a timescale for the work, as resources were currently limited by availability of the contractor's staff; the work would be best done in the winter months. Once work on the Glendale site was completed, a CCTV survey of the drainage system would be done. In the meantime, a large grip near the bridge had already been excavated to help get water off the road and towards the stream, which was hoped would help to reduce flooding. The Clerk had written to the Glendale agent for an update on timescales for development work, so the work could be scheduled in advance. It was agreed that the Clerk would pass on details to the developer as they had offered to write to Highways to reinforce the Parish Council's message. Once the building timescales had been confirmed, the Clerk would provide an update to the residents that had been in touch. **Action:** Clerk to add to Sept 21 agenda and liaise with Highways, the developer and residents.
- e) Mobile booster (for PO) – The Stable had passed on details of a new 4G Broadband solution available. Whilst a voucher for free installation was likely to be available, clarification was needed on how the monthly running cost would be covered. **Action:** Clerk to add to Sept 21 agenda.
- f) Community bid to buy The Crown – a request had been received from The Crown Benefit Society for supporting comments from the Parish Council to be included in their application for grant funding. The reference would refer to the Council's support through the pub's registration as an asset of community value and funding to support the community group with membership to access legal and financial advice, and that the pub should be preserved by the community as a vital hub/meeting point for residents and the wider local community, which would help to reduce social isolation and recovery from the ongoing effects of the pandemic. **Action:** Clerk to draft comments for approval and submit to the Society by 12 August.
- g) Open Spaces Society 'Grant a Green' scheme – Members considered possible options for the Council to register land as a green space under the scheme, for future protection; there were no obvious areas that were not already registered and protected. If any suggestions were received, this would be considered again.
- h) Difficulties with SSDC Planning/Enforcement reporting and responses – a detailed response had been received from Mark Lynch, SSDC Lead Principal Planner; matters were moving forward but needed time to progress, so this would be watched and reviewed again in a few months' time. **Action:** Clerk to add to Nov 21 agenda for review.
- i) Bus Back Better – KB had attended the strategy group's webinar and offered to submit the Council's response to the online consultation. Everyone was encouraged to add their views as it was an individual consultation, so the more voices the better. KB would check the latest timetable, but it was felt that the service was very limited, with no weekend or evening service and overcrowding at certain times during the week, particularly when college users were travelling on the same limited buses. The Clerk would post links to the consultation and feedback form on the website and residents would be encouraged to respond by 15 August 21. **Action:** KB to complete the Parish Council's feedback and Clerk to publicise via the website/village email.
- j) Parties/overnight sleeping in Fivehead Woods – the Clerk had contacted the Huish Academy Safeguarding Lead and he had asked year head and form tutors to help discourage trespassing in future. He had suggested that the local Police Community Support Officer (PCSO) might be informed so they could keep the area checked. The Clerk would write to the PCSO. **Action:** Clerk to contact PCSO for help to keep the area watched during the holiday period.
- k) The Pound – after advertising the tender for the repair work on social media, another quote had now been received and a further quote was expected, which would fulfil the requirement for a minimum of three quotes for work of this scale. These would be reviewed at the next meeting. **Action:** Clerk to add to Sept 21 agenda.
- l) Village Hall representative – LH had notified the Village Hall Committee that she would be stepping down after almost 10 years. Members gave thanks and appreciation for the long-term contribution she had made. **Resolution: to appoint BF as the Parish Council's representative on the Fivehead Village Hall Committee from August 2021.** Proposed by NC and seconded by KB. Carried unan. **Action:** Clerk to update the Organisation chart on the website.

- m) Environment plans/volunteer – Dave Braddock had moved to Fivehead in December 2020 and being a keen nature lover with over 20 years of volunteering experience with conservation charities, was offering his knowledge and skills to help the Parish move forward its environmental plans. Already he had discovered that there was a vast amount of unrecorded wild and plant life in the area (especially in the ancient hedgerows and Fivehead’s cemetery) and he had already started to survey and report this to SERC, including some very rare bats and moths. Further details were provided in an initial report for Members and also in the August issue of the Parish magazine. Dave is married to Mary, who had recently taken up the role of within the Parish. Members were delighted to have a volunteer with this specialist expertise; Dave’s wife had also recently volunteered to be Public Paths Liaison Officer; the Clerk would arrange for Rob Wynn (RW), the Parish Council’s Environmental Working Group Lead, to meet with Dave. **Action:** Clerk to pass on details to RW and add to Sept 21 agenda.
- n) Housing Needs Assessment survey – following the launch online and via email in June 21, a printed copy of the Assessment had been distributed to all Parish households with the August issue of the Parish magazine. Members were grateful to the editor and magazine distributors for their help to collate and manage the extra weight, as part of their distribution rounds.
- o) Request for access for dogs to Playing Field – the Playing Field Committee had not met; therefore, this item would be postponed to the September meeting agenda. A member of the public had voiced their objection to the Council, which was noted. **Action:** Clerk to add to Sept 21 agenda; an invitation for the PF and VH Chairs to join a future meeting to discuss this matter would be extended once the matter had been discussed by the PF Committee.
- p) Approach for future meetings – the small meeting room at the Village Hall would be booked on a monthly basis for Parish Council meetings, whilst Councils were still awaiting an update on the Government’s consultation for future online meetings. The Zoom subscription had been cancelled but shorter working group meetings could be held for up to 40 mins, as needed.

#### 4159 Correspondence Received

- a) News releases on local Government re-organisation in Somerset from Somerset County Council, One Somerset and Stronger Somerset had been circulated and were noted.
- b) An invitation to progress pilots for locality agreements from One Somerset had been received but as the move to a single unitary structure was in its early stages, Members felt it was too early to respond.
- c) An invitation to participate in a Government (DCMS) survey about rural network coverage (mobile) had been completed by BF to meet the deadline for end July 21.
- d) The opportunity for SALC Neighbourhood planning training on 8 Sept 21 was considered. It was noted that PB had attended recently and had found it very useful but there was no requirement for other Members at this stage.

#### 4160 Reports

- a) Playing Field – PB would report at the next meeting.
- b) Village Hall – BF had attended the August meeting and reported that the facility was financially stable. About 60% of regular booked events had now started to get back to normal. The VH loan would be paid off in two months; the Committee was now considering a major project for replacing the 20 year old boiler and looking into eco-options. The Parish Council’s six- month contribution towards insurance was due to be reviewed in Sept 21. **Action:** Clerk to add grant review for Village Hall to Sept 21 agenda and request financial update shortly before the meeting.
- c) Highways - see Min 4158d
- d) Environment – see Min 4158m
- e) Rights of Way – a report from Mary Braddock (MB) had been circulated. She had already made good progress in July, emailing contacts and had advertised in the Parish magazine for volunteers to help her. Ten people had responded, including two new contacts. MB had signed up with SCC and met with Martin Cooper, SCC Rights of Way Volunteer and Trails Officer on 28 July. SCC insurance would cover all Parish volunteers, providing that they signed up via the SCC website. MB had been provided her own set of tools and it would be possible to share a new strimmer with Curry Rivel, who have someone trained in its use; this will be serviced and maintained by SCC. The Parish Council’s tools were stored with another volunteer and details had been logged with the Clerk. MB would be meeting George Montague from SCC on 2 Aug.

- f) SALC; Cemetery; Police – nothing to report
- g) Asset/Maintenance Check Report – KB would retain report for a further month.

**4161 Planning - see <http://www.southsomerset.gov.uk/planningsearch/> for details. The applications below were considered:**

- a) **21/01581/FUL** – Ashgate, Langport Road, Fivehead - the erection of an extension to the grooming parlour area at the western end – the application was for extension to an existing construction to allow safe distancing and measures for the business to function as planned before the pandemic and to remain resilient in future. Members voted unanimously (4 for; 0 against) in support of the application.
- b) **21/00493/COL** - Mobile Home, Smiths Farm, Smiths Lane, Fivehead – permitted.
- c) **20/03631/S37A** – Glendale, Butcher’s Hill, Fivehead – it was noted that the application had been approved STC, by SSDC, following the Area North Meeting on 14 July 21. Although it had not been possible to prevent this, due to past permissions granted by SSDC under the previous S73 application, the Parish Council felt it been a success to ensure that the necessary conditions were now in place for the next stages of development. It was agreed that it would look into how the conditions might be publicised to the Parish and also how they might be monitored going forward, to ensure they were met.

**4162 Finance**

- a) Payments authorised and unrecorded during the previous month:
  - (i) FH Village Hall – Main meeting room (July) - £22
- b) Payments to be authorised:
  - (i) SALC/NALC affiliation fee Apr 21 – Mar 22 - £166.98
  - (ii) FH Village Hall – Small meeting room (Aug) - £16
  - (iii) J Parsons – Clerk/RFO – Salary - July (£480) plus 14 extra hours for AGAR/year end work (£168) - £648
  - (iv) J Parsons – Homeworking allowance (July) - £26
  - (v) J Parsons – auditor’s retirement gift - £60 (inc VAT)
- c) Income received:
  - (i) NatWest Interest (June) - £0.48
  - (ii) Julian Cramp – Advertising - £27.50

**4163 Matters of Report, Questions and Items for the Next Meeting**

- a) Chairman – i) Review of the Emergency Operating Procedure to take place as part of policy review in September 21; ii) New volunteer for Book Exchange would be needed from Sept 21.
- b) Clerk – i) details of a new grant scheme, managed by SALC, to help community recovery post-pandemic had been received and would need to be circulated to any local groups, including Save our Crown, so that any applications could be considered at September meeting. ii) Planning application **21/02260/HOU** Poolhayes, Higher Swell, Fivehead had been received (after the August meeting agenda had been issued) and a request for an extension for the Parish Council to comment had been granted; comments were now due by 8 September 21.

**4164 Date for Next Meeting**

Monday 6 September 2021 at 7.30pm, Village Hall/Playing Field, Stowey Road, Fivehead

The meeting closed at 9.15 pm.

Chairman.....

Dated.....