

**Minutes of Meeting of Long Sutton Parish Council**  
**Held at the Hall on Wednesday 4<sup>th</sup> July 2018 at 7.30 pm**

**Present:** Councillors: Mr G R Cox (Chairman), Mr T Brand, Mr T P Shire, Mrs E Elliott, Mr G Stoddart-Stones and Mr M Turpin. 9 members of the public.

**Apologies for Absence:** District Councillor Mr G Tucker and County Councillor Mr D Ruddle.

**Public Observations/Question Time:**

The matter of the proposed Footpath at Hammocks Drove was raised and how the impasse regarding land ownership can be overcome whether by a permissive path or any other way. This is on the agenda for discussion.

In view of the present closure of the PO it was said that there is an opportunity to apply for a travelling PO. The Chairman said that he could speak to his contact at The Post Office. It was reported that notification has just been received regarding the appeal against the refusal of Application 17/03020/FUL for the Erection of 4 detached dwelling houses with associated external works. Land at Little Upton Bridge Farm, Langport Road. It was confirmed that the PC has received notification of this.

**1. Casual Vacancies including introduction of expressions of interest.**

The PC was disappointed to receive the resignation of Councillor Jody Foy. The vacancy has been advertised and the DC have confirmed that this may be filled by co-option. There are now therefore 3 vacancies on the Council.

An expression of interest has been received from Chris Dowse and the Chairman is to meet with him this weekend.

A further expression has been received from Mark Hurst who has lived in the village for approximately 17 years. The Chairman said he has tried contacting him, so far without success.

A further expression of interest was received but has since been withdrawn.

It was confirmed that an advertisement concerning the vacancies has been put in the July Newsletter.

It is hoped co-option will take place at the September PC meeting.

**2. Declarations of Interest** - There were no declarations of interest.

**3. Minutes of meeting held on 5<sup>th</sup> June 2018** - It was unanimously resolved that these be signed by the Chairman as a true record.

**4. Matters Arising, not covered by the Agenda**

**Area North Meeting with Parish/Town Councils:** Mr Brand reported on this meeting which he and 3 other Councillors attended, parts of which were good and others not so good.

It was explained that the DC is undergoing a transformation process and moral is low.

Matters raised were the holding of personal and business accounts with the Council.

There was a talk regarding internet access. They are trying to fill in access in areas where this is poor. Connecting Devon & Somerset only go where there are commercial companies.

An enthusiastic talk was also given regarding recycling.

**Trees overhanging the highway at Stephens Hill.** It was reported that these have been cut back.

**5. County Councillor's Report)** There were no County or District Councillor reports.

**6. District Councillor's Report)**

**7. Planning:**

There were no new applications for consideration.

All new approvals can be viewed on the SSDC website.

Applications regarding East Lodge, Bineham, the Access at Tengore Lane and Long Sutton House still remain to be determined.

Notification of the appeal against the refusal for the erection of 4 dwellinghouses at Little Upton Bridge Farm has been received.

The PC objected to the application on the grounds that it did not see the justification for turning agricultural land into residential development; that the design of the dwellings was not in keeping with the general character of the rest of the village; that the green open spaces, typical of that part of the village, are maintained within the village boundaries and that the proposal does not meet the housing need of the local community.

Following discussion it was resolved that these objections be developed and sent to The Planning Inspectorate.

An email has been received regarding the restricted times that calls to the Planning Service will be answered, namely 9am-10am and 4pm-5pm daily. If you need to contact a Planning Officer dealing with a case, it is advised that the Officer is emailed direct. These arrangements have been put in place in order to deal with the current backlog of planning applications.

**8. Village Hall and Recreation Ground: Matters brought forward by the Committee**

Mr Stoddart-Stones reported that the finance has not changed.

A visit took place today regarding security.

The play area has some wooden platforms that are rotting. A quote of £790 has been received regarding this.

There are a few electrical items they are looking at and extending WIFI to the Committee room.

The cost of installing CCTV would be around £5,000 and they are looking at grants regarding this.

The accounts for the year ending 31<sup>st</sup> March 2018 are presently with Pinnacle Accountancy for audit.

**9. Finance: Balances and Accounts for Payment**

<b>Unity Trust Account</b>		43,977.32
<b>Less</b> Alcs agreed last meeting	1,188.75	
Pd out of meeting:		
ICO fee	35.00	
Service charges	18.00	
2 <sup>nd</sup> July Clerk's Salary for June (SO)	<u>300.00</u>	<u>1,541.75</u>
		<b><u>£42,435.57</u></b>

### **A/cs for payment**

CW - Fee for June 622.75 + Paint materials and brushes £62.19	684.94
HMRC Tax on Clerk's Salary (1 <sup>st</sup> ¼)	121.00
Balance of Salary due to Clerk for last quarter over and above the SO	104.00
Time Back Accounts & Payroll Ltd monthly fee re PAYE	4.50
SALC - Planning training fees	90.00

It was proposed Mr Brand, seconded Mr Shire and unanimously resolved that the accounts be paid and that Mr Foy should be asked to authorise these pending Unity Trust completing the change of signature request.

It was also agreed that the CW's fee for July could be paid out of meeting.

### **10. Review of appropriate standing orders and financial regulations**

Mr Brand reported that he and Mr Stoddart-Stones had discussed the Financial Regulations. It was felt that the model downloaded by the Clerk from the SALC website was unduly complicated for a Council of this size and that the current Regulations should be amended. There are however one or two matters which he needs to check with the Clerk regarding authorisation of payments etc.

It was agreed that once the Regulations have been agreed, they should be reviewed at least every two years

### **11. Review of representation on or work with external bodies and arrangements for reporting back**

There is currently no representation on external bodies.

### **12. Review of inventory of land and assets including buildings and office equipment**

The Clerk had provided Councillors with a schedule of the Council's assets and other property and equipment which was felt to be in order.

### **13. Community Warden Scheme**

The CW has been continuing with vegetation management, including clearing back the visibility splays and trimming around the road signs where it is safe to do so. He has also applied moss killer to the tennis courts.

He has provided a quotation in respect of a diseased tree at Martock Road in the sum of £574 in which the installation of traffic management will be required. He has also provide a quotation in respect of a diseased tree at Harding's Hill in the sum of £190.00. Mr Shire will speak to him regarding these quotes to see if the jobs can in anyway be combined. He will also speak to him regarding other jobs requiring attention.

### **14. Parish Website**

The Chairman reported that Ruby Coombes, the Secretary of the VH&RG Committee has volunteered to take on the role of website co-ordinator and editor and feels that some improvement could be made to the content and layout. Mr Godfrey has no objection to this. The Chairman said that he would write to them both formalising the change of responsibility.

### **15. Representative Reports and any other matters regarding:**

**15.1 Community Safety:** The Police report for Area North for June is 212 investigated crimes, 39 arrests and 29 reports of ASB.

It was suggested that an officer should be asked to attend, or a report be provided, once a quarter.

## **15.2 Highways:**

**15.2.1 Traffic Calming & Speedwatch:** A meeting regarding speedwatch is to take place on 17<sup>th</sup> July.

Following the June meeting, Mr Foy contacted Nick Cowling of SCC regarding the PC's wish to install SIDS on a rental basis for the 4 Parish locations. Mr Cowling has however asked for clarification on the A372 site as he has no record of this. It was confirmed that a pole has been erected near Upton Bridge Farm but does not have the bracket for a SID.

**15.2.2 Update on other highways matters:** None

**15.3 Environment -** Mr Shire reported on the overhanging Hedge/Trees at Crouds Farm which could cause a problem regarding the stream in the winter. It was agreed that no action should be taken at this point.

**15.4 Footpaths:** Proposed Footpath at Hammocks Drove – There was discussion regarding the difficulties involved in establishing ownership of some of the land involved. The Chairman said that this was a messy situation which needs to be cleared up. Mr Turpin was asked to contact Andrew Saint of SCC Rights of Way and come back with 2 or 3 options in order to resolve the matter.

Mrs Elliott said that she has had little success in establishing the situation regarding a footpath at Knole. It was felt that the best person to contact was Mr Sheppard the Parish Paths Liaison Officer.

## **16. FOI request (response by 6<sup>th</sup> July)**

A formal request has been received for emails, correspondence, details of the PC's insurance policy and a copy of the May/June recording of the PC's meeting. The May recording was destroyed following approval of the minutes at the June meeting.

Approval was given to the letter which had been drafted to accompany the documentation. It was however proposed Mr Brand, seconded Mr Turpin and unanimously resolved that the insurance policy schedule should be provided with the figures redacted.

Mr Brand agreed to deliver the documentation.

## **17. Correspondence not previously distributed**

SALC: Training regarding the Code of Conduct on the 18<sup>th</sup> July from 6pm-9pm at the Edgar Hall, Somerton. Councillors were asked to inform the Clerk if they wish to attend.

**18. Date of next meeting** – 4<sup>th</sup> September unless any urgent business requires the PC to meet earlier.

## **19. Any Other Business/Items for next meeting**

The Clerk will ask Mr Foy to contact Mr Turpin in respect of a log pack for the defibrillator outside the Hall.

The meeting closed at 8.48pm