



Queen Camel Parish Council

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 10 November 2014 AT 7.30 PM IN THE MARPLES ROOM OF THE MEMORIAL HALL

Present: Chairman **Rosemary Heath-Coleman (RHC)**
Councillors **David Biggart (DB)**
Angus Davidson (AD)
Andrew Hoddinott (AH)
Steve Millard (SM)
Patrick Pender-Cudlip (PPC)
Ben Turner (BT)

In Attendance: County/District Councillor **Mike Lewis (ML)**
PCSO **Thelma Mead (TM)**
Clerk **Laura Paul (LP)**

Members of the public 13 (8 left after item 2)

- 1. Welcome and Apologies for absence – Apologies for absence were received from Chris Bennett (CB) and Sue Cole (SC)**
- 2. Public Session** – A number of residents raised concerns re the new school plans, with fears over road safety for pedestrians due to the lack of parking provision. The question of who takes responsibility for safety was raised as was how the public can be reassured that concerns are taken seriously. A resident also asked if the emergency services are being consulted as there could be traffic restricting access to the roundabout during drop off/collection times. A number of residents expressed the wish for Highways to attend the Extraordinary PC meeting as well as the Chair of Governors and the Head of Countess Gytha Primary School. ML suggested the Project Manager for the build, Carol Bond, be advised of the date. The question was also raised as to why the letters that have been sent in relation to the plans are not part of the documentation associated with the application shown on SCC's planning website. PPC explained that the PC has no planning powers and is a consultee on this application. The PC has been asked to submit observations on the plans by 24 November.

Meeting opened 7.47pm

- 3. Declarations of Interest** – SM and AD declared an interest in item 1114.07.5.

1114.01 Minutes of meeting 13 October 2014 to be approved and signed – The minutes, having been already circulated were agreed and signed by RHC as correct.

1114.02 County & District Councillors' reports – District – ML advised that the Local Plan has been submitted to the Planning Inspectorate and it is now stated that there is a five year land supply. Planning Inspector due to report by mid January 2015.

1114.03 Police & Safety matters

03.1 Police report – TM delivered the police report for October 2014 covering Camelot Ward:
Recorded Crime

0	Dwelling Burglary
0	Theft of motor vehicle
0	Theft from vehicle
0	Non Dwelling Burglary

- 3 Violence against the person
- 0 Criminal Damage
- 0 Shoplifting
- 6 Other

There have been no figures produced for calls to Force Services Centre since July 2014. TM advised that there had been several reports of a vehicle parked and covered on the High Street. TM has attended the site and asked the owners to remove it from the highway as it is causing a hazard to other motorists and is unsightly. TM also reported that she has been liaising with Hastoe with regards to the parking issues in West Camel Road. The site manager confirmed that he has asked contractors to leave spaces when parking on the road to enable vehicles to pass.

03.2 Safety Group – Portfolio remains vacant

Speed Enforcement Motorbike – LP confirmed that she had written to the Safety Camera Partnership to thank them for the attendance of the motorbike on 12 October and requesting that the next visit is scheduled for a week day and that the motorbike is stationed at a suitable point along the High Street. TM advised that the traffic calming in the High Street limits where they can stand but that they are looking at suitable locations. TM advised that Speed Watch can only operate in zones of 30mph and above due to technical reasons so they could not be stationed in the 20mph zone.

Narrow Pavement – LP delivered a report that CB had produced following a meeting they had both attended with John Nicholson (JN), SCC Highways. CB/LP highlighted the growing concerns of the PC and residents over the hazard caused by the narrow pavement on the corner opposite the Iron Box. The purpose of the meeting was to discuss ideas/means of improving the current situation. JN noted that there is no legal minimum width of pavement, but that ideally the width would be 1.8m to allow 2 double buggies to pass. He further noted a width of 1.2m might be considered ‘standard,’ with 0.8m a minimum. JN suggested the possibility of a wider pavement on the opposite side (east / south side of A359) this was discounted as impractical after a brief discussion (too expensive / additional crossing of road / would not be used).

Note; the actual width of the pavement varies from 1.6m by the post box down to under 0.9m at three positions.

JN thought that SCC Highways might consider carrying out the pavement widening, if land could be made available on the inside of the bend. Though, any costs involved in land requisition and re-instatement of the wall would not be covered by Highways. JN stated that the PC or residents would need to meet these costs. An estimated cost of £25k to £30K for the Highways work was suggested, this is within the small works scheme available to District Councillors.

NW Update – In SC’s absence RHC advised that they are liaising with the police to try and set a date for the NW meeting in December and that as soon as this is arranged it will be communicated.

Flooding – LP reported that she had received a cheque for £300 from Geoff Mackett. The cheque has been issued by the Fire Service on behalf of CRISP to enable Queen Camel to purchase a shed for the storage of road signs and other equipment to support Community Resilience. The shed is to be placed behind the Memorial Hall. TM reported that she had attended a meeting with Inspector Tim Coombe, Arthur Thring, Nick Howman and Alan Cole re the Flood Committee and the outcome of that meeting was that the Road Closure team coordinated by LP and Jamie Paul will run alongside the Flood Committee. Road Closure teams fall under the umbrella of the police to ensure they are covered by public liability insurance and volunteers are required to complete applications forms and be interviewed. Anyone who is interested in becoming a volunteer should contact LP.

TM left 8.07pm

1114.04 Highway’s matters

04.1 Drains, Signs & Poles and other Highway matters – LP reported that the damage to the listed bridge in Wales has been passed to the Bridges Department. The drains at the bottom of Gason Lane have now been cleared. AH reported incidents of fly tipping along

the top section of Gason Lane, LP confirmed that this had been reported to Streetscene following an email from a resident.

1114.05 Planning Applications

05.1 New applications to consider –

14/04818/FUL – Old Wales Farmhouse, Church Path, Wales – Alterations to reform window B as an escape window with clear glass – **No observations/objections were made.**

14/04622/FUL – Lantern Cottage, High Street – Works to existing rear extension, removal of thatched bay roofs and erection of double car port - **Further to concerns raised by neighbours of the applicant, Councillors discussed the application. The removal of the thatch above the two windows at the front of the property was queried with some Councillors feeling that the property would lose part of its character. Concerns over the height of the car port roof and the colour of the roof tile were raised. It was unanimously agreed that no objection to the application would be made and resolved that the following observations would be submitted:**

- **The PC has concern over the size and scale of the car port and the impact this would have on a neighbouring property.**
- **The PC suggest the use of dark roof tile.**
- **The PC are concerned over the loss of thatch over the two windows to the front of the property.**

LP to forward PC's observations to the Planning Officer.

14/04945/R3C – West Camel Road, Queen Camel – Construction of a new single storey Primary School with associated play area, landscape and parking. **To be the subject of an Extraordinary Parish Council meeting – Post meeting note: Extraordinary Parish Council Meeting to be held on 18 November 2014 at 7.30pm in the Marples Room.**

For information – 14/04902/COU – Sparkford Hall, Sparkford – Change of use of Sparkford Hall from a C3 dwelling to a mixed use of C3 and a variety of functions and commercial uses.

05.2 Updates received since last meeting –

14/04064/FUL - Fern Cottage, Church Path, Erection of a rear single storey extension to dwelling house and demolition of existing garage and erection of replacement garage – **Application permitted with conditions**

05.3 Applications ongoing –

14/04012/FUL – Hazlegrove Preparatory School, Demolition of workshop and shed and erection of chapel and a mandarin building together with the formation of a pond.
For information – 14/00215/FUL – Land at Southfield Farm, Yeovilton – Revised Scheme for Solar Park.

1114.06 Parish Group reports

06.1 Communications – RHC proposed and it was resolved that the date for the AVM is set as 15 May 2015.

06.2 Environment

Land at top of Gason Lane – SM reported that recent meetings of the Environment Group had involved discussions concerning Sparkford Copse Trusts interest in purchasing plot 2 of the land for sale at the top of Gason Lane. Douglas Phillips reported that he had secured an amount of funding which would enable the Sparkford Copse Trust to bid for the land. PPC and AD advised that as Trustees of the Poors Trust they had agreed funds towards the purchase as it was considered the land would be of benefit to members of the Parish. RHC advised that Malcolm Littlewood (Chair of Sparkford Copse Trust) has written a letter requesting funding from the PC. This will be listed on next month's agenda when more information should be available on the matter. ML reminded the PC that the Prime Minister had announced that the improvement plans for the A303 were to be a top priority and that this may impact on the purchase of this land.

06.3 Frontrunner – RHC advised that a meeting re the Neighbourhood Plan, for both the PC and the Steering Group will take place on 2 December in the Memorial Hall.

1114.07 Other reports

07.1 CLT – Nothing to report.

07.2 PFC Lease – The report will be circulated by the working group ready for next month's

meeting.

07.3 Policies and Procedures – Having been previously circulated, it was resolved to adopt the following Policies and Procedures:

- Council's Grievance Procedure
- Council's Equal Opportunity Policy
- Council's Complaints Procedure
- Council's Freedom of Information Policy (2000)
- Council's Social Media Policy

07.4 Data Protection – It was resolved to register with the Information Commissioner's Office.
LP to action.

07.5 Memorial Hall – AD gave a report following a recent meeting of the Memorial Hall Committee. The Committee had discussed how the new school's Community Hall may affect the future use of the Memorial Hall. The Committee unanimously agreed that there would still be a need for the Memorial Hall and AD shared the future plans for the hall outlining committed expenditure for hall improvements. At January's PC meeting it was agreed to hold funds in contingency for new flooring to be installed in the foyer, kitchen and toilet areas pending a clearer picture of the future of the hall and the provision of three quotes for the cost of the flooring. Two quotes have now been received with a third imminent. AD and SM requested that on receipt of the third quote the PC release the required amount for the flooring.

AD/SM left 9.36pm

PPC commented on the late arrival of the report and RHC observed that in future adequate notice must be provided and reports circulated with the agenda, if not before, to allow Councillors time to give proposals due consideration.

With the Committee having already paid for the damp repair works and the future of the hall now clear AH proposed that three quotes are obtained and addressed to the PC and that the PC then place the order. BT seconded and it was resolved that the PC release the funds from contingency to pay for the flooring and subsequently claim back the VAT.

AD/SM returned 9.49pm

RHC advised AD and SM of the PC's decision.

1114.08 Financial matters

08.1 Payments received -

Cheque from Devon & Somerset Fire & Rescue Authority	£300.00
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08.2 Payments made -

	Cheque No.	Amount
None		£0

08.3 Payments approved -

SLCC Membership Renewal	001270	£101.00
Memorial Hall – Marples Room Hire September – November	001271	£24.00
LP Expenses – Stamp and travel expenses to attend Financial Management training course at Woolavington 16/10/14	001272	£20.87
Data Protection Registration Fee		£35.00

The payments above were unanimously approved.

08.4 Banking – Nothing to report

1114.09 Incoming Correspondence - not included above

22/10 – Copy of letter from resident to Carol Bond SCC re new school – LP to write and acknowledge letter and inform of the EPC meeting date

30/10 – Copy of letter from residents to SCC Highway's re new school – LP to write and acknowledge letter and inform of the EPC meeting date

31/10 – Somerset Library Services Consultation – Circulated

PPC summarised SCC's consultation document outlining the five proposals to cut costs of its library service next year through efficiency savings. SCC are asking interested parties including Parish Councils and residents to respond to the Consultation and welcome any other ideas. The proposals which are likely to have the biggest potential effect on Queen Camel residents are those relating to the Mobile Library. The Mobile Library currently

stops at the Memorial Hall fortnightly. There are 5 registered borrowers and last year there were 44 visits to the library. SCC proposes maintaining the existing service to Queen Camel but will be monitoring usage closely. PPC asked that residents continue to use the service or Queen Camel could be at risk of losing it. The following site www.somerset.gov.uk/libraryconsultation provides more information and access to an online questionnaire.

PPC to publicise the library service and the consultation in the magazine article and on the website.

- 1114.10 Advance Notices - of external and Parish meetings**
13/11 – LP to attend Council Tax Town and Parish Workshop
- 1114.11 Matters for report or for the next agenda**
- 1114.12 Date and time of next meeting - Monday 8 December 2014 at 7.30 pm, Marples Room.**

RHC thanked everyone for attending and declared the meeting closed at 10.00pm.

Signed:

Date: