



MINUTES of the PARISH COUNCIL MEETING
held in The Marples Room at the Memorial Hall
on **Monday 10th July 2017 at 7.30pm**

Present: Councillors **John Brendon (JB)** – Chairman
Chris Bennett (CB)
Andrew Hoddinott (AH)
Bryan Norman (BN)
Jo Pender-Cudlip (JPC)
Simon Stapely (SS) – Vice Chairman

Absent: Councillors **John Carnegie (JC)**
Zelda Sowerby (ZS)
Kit Stapely (KS)

In attendance: **Mike Lewis (ML)** - District and County Councillor
Patrick Pender-Cudlip (PPC) - Clerk
1 member of the public

Procedural Items

1. JB welcomed Councillors and members of the public.
2. No member of the public wished to speak before the opening of the meeting.
3. Apologies for absence were received from JC, ZS and KS.
4. Declarations of interest. CB and AH declared an interest in item 06.1 (Playing Field).
5. **RESOLVED 6-0-0 [For-against-abstained] to publish councillor contact details on the website and noticeboards, at the discretion of individual councillors.**
6. After discussion and minor amendment it was
RESOLVED 5-0-1 to adopt the revised *Freedom and Information Policy and Guide*.
7. **RESOLVED 6-0-0 to note the Clerk's briefing on the 2016 administrative audit.**
8. **RESOLVED 6-0-0 that the minutes of the meeting held on 12th June 2017 be confirmed and signed as a true and accurate record.**

Business Items

- 01 [0717] County and District Councillor's report** – ML reported that under a programme to save £2.5m. South Somerset District Council (SSDC) is cutting over 70 members of staff and there may be changes among those dealing with parish councils and parish affairs. Somerset County Council (SCC) is conducting joint programmes with neighbouring local authorities in areas like Trading Standards and Registration so as to reduce costs and duplication. ML is pressing SCC to introduce a 20mph speed limit by the new school but is unsure whether funding for a 20mph limit the length of the High Street will be available.
Clerk's note: at this point the Council discussed and passed a resolution which for clarity has been minuted under **04 Highways** below.
- 02 [0717] Crime and Safety** – **Clerk's note:** Police crime statistics for Queen Camel record a single theft reported in April 2017 (the latest month recorded). For January-April 2017 the total reported offences are: 2 theft, 1 arson, 1 violent or sexual, 1 anti-social behavior.

03 [0717] Updates:

1. **Footpath between The Glebe and the School** – SCC has confirmed that it has now obtained the necessary permissions to proceed with the upgrading of the footpath and will let the Council know when the work will start.
2. **The Neighbourhood Plan (NP)** – The Neighbourhood Plan Steering Group (NPSG) submitted a number of documents including reports of meetings on 10th May and 14th June, a supplementary budget, a Call for Sites Notice, Terms of Reference and a 2016 SSDC Area East update on Neighbourhood Plans. BN explained that landowners interested in putting forward sites for development had been invited to give the NPSG details by 28th July and work was continuing on the NP in the meantime.
3. **Green Lane** – BN gave a précis of what he had learnt from the information collated by CB, particularly about the historic position of the lane in the parking area to the north of the play park. This may be what was known as a *road used as a public path* (RUPP) and is now (generally) reclassified as a *byway open to all traffic* (BOAT). SCC may be responsible for maintaining it at least to footpath standard but BN doubted the utility of pursuing the matter any further and felt it would be better for the Tennis Club and Playing Field Committee to look after the maintenance themselves if they felt that a higher quality surface was appropriate. After much discussion it was **RESOLVED 5-1-0 to accept BN's report and CB's offer to enquire further into Green Lane's legal status and associated rights and responsibilities.**
4. **Website** – PPC has started learning how to upload documents onto the site.
5. **Annual Village Meeting (AVM) 2018** – Councillors agreed to defer until September discussion of arrangements for next year's AVM as well as consideration of a letter critical of this year AVM which was sent by a member of the public too late to be included in the July Agenda.

04 [0717] Highways:

1. CB and PPC will be meeting SCC Highways to discuss outstanding matters.
2. Sherborne Road near Yeovil Golf Club will be closed for 8 days from 25th July.
3. **RESOLVED 6-0-0 to ask BN to investigate whether Queen Camel might be able to benefit from the government's recently announced "bypass fund".**

05 [0717] Planning Applications: There were no new planning applications or updates.

06 [0717] Councillors' reports and motions:

1. **The Playing Field:**
 - i. AH reported that the *Fields in Trust* (FIT) deed is a standard FIT document relating to the land owned by the Parish Council and is ready for signing. **Clerk's note:** the deed has now been signed by the Chairman and Clerk.
 - ii. AH relayed a request from the Playing Field Committee (PFC) for the Council to release playing field Project grant funds held in its reserves in order to carry out necessary repairs to play park equipment. It was **RESOLVED 3-0-1 to authorize the Clerk to pay for necessary repairs to play park equipment (identified by inspection reports) using PFC Project grant funds held in the Council's reserves.**
2. **Environment** – JPC as Parish Environment Warden reported on problems over rubbish, bins and overhanging hedges and trees. Overgrowth on the footpaths

along Henshallbrook and leading to the railway crossing has been cleared and the SCC Rights of Way Warden for South Somerset has agreed to refurbish damaged stiles or replace them with gates. CB added that the Environment Group has installed a new rubbish bin between the Church and the bridge.

07 [0717] Other reports and motions – Councillors noted questions submitted by members of the public at the AVM (anonymously via the Suggestion Box) and asked the Clerk to write generic replies which could be displayed on the website and noticeboards. It was pointed out that the suggestion that Councillors should have to step down from the council after serving for a number of years would be against the law.

08 [0717] Clerk's report: PPC suggested that Councillors might wish to consider raising the current limit on discretionary spending from £200 to £500 and mentioned a request for a rubbish bin at Roman Way. Councillors agreed to consider both matters in September.

09 [0717] Finance:

1. **RESOLVED 6-0-0 that the following payments be authorised:**

£2880.00	Dorset Planning Consultant	Neighbourhood Plan
£34.85	Rosemary Heath-Coleman	Neighbourhood Plan
£700.00	E.B.Marsh	Refrigerator for Memorial Hall
£50	John Calvert	Honorarium (internal audit)
£27.79	Parochial Church Council	AVM invitations
£10.50	Kit Stapely	AVM invitations
£40.27	Steve Millard	Bin installation, planter care
£36.93	Bernie Peachey	Plants for planter
£375.86	P.Pender-Cudlip	June Salary

2. **RESOLVED 6-0-0 that the Clerk be given authority to spend up to £325 to purchase a rubbish or dog waste bin as recommended by the PFC, to be installed at or near the gate between The Glebe and the playing field.**

3. **Banking arrangements** - Online banking has not yet been set up.

10 [0717] Incoming correspondence noted on or from: NHS Health Checks, Cinnamon Trust, Castle Cary Town Council, Rural Services Network, SSDC Gold Star Awards.

11 [0717] Advance Notices: SALC Chairman's training 27th July, SALC Councillor training 14th September, SSDC Councillor training 5th October.

12 [0717] Agenda items for next meeting: review of deeds in the custody of the Council, rubbish bin on West Camel road, comments on 2017 AVM, organization of 2018 AVM, Financial regulations and limit on discretionary spending.

13 [0717] Matters arising post-Agenda - none

14 [0717] Next meeting - 7.30pm on 11th September, 2017 in The Marples Room

The Meeting concluded at 9.57pm

Signed:

**John Brendon
Chairman**

Date: [11th September, 2017]