



Queen Camel Parish Council

MINUTES of the **PARISH COUNCIL MEETING**
held in The Marples Room at the Memorial Hall
on **Monday 12th March 2018** at **7.30pm**

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

Apologies: **Kit Stapely (KS)**

In attendance: **Patrick Pender-Cudlip (PPC)** - Clerk
Mike Lewis (ML) – District & County Councillor
PCSO Thelma Mead (TM)

5 members of the public

Procedural Items

1. **Welcome and introduction:** JB opened the meeting, welcoming Councillors and members of the public.
2. **Public session:** Two members of the public drew the Council's attention to possible safety and other problems associated with the Camel Hill filling station planning applications (see 05.1 below). [**Clerk's note:** *At this point the Council proceeded to discuss and vote on these applications but for the sake of clarity this is minuted under item 05.1, below*].
3. **Apologies:** KS sent apologies for being unable to attend.
4. **Declarations of interest:** CB and AH declared a possible interest in playing field matters as members of the Playing Field Committee (PFC).
5. **Council Committees:** [**Clerk's note:** *This item was discussed later in the meeting but for the sake of clarity it is minuted here*]. JB referred to an informal workshop on 8th March to look into the idea of Council Committees and review arrangements for the Annual Village meeting. The Council then went on to discuss the setting up Council Committees at length and in some detail, exploring both their possible advantages and possible disadvantages.

It was RESOLVED 5-3-0 [for-against-abstained] that:

1. The PC amend its Standing Orders to provide for the establishment of Council Committees, with effect from May 2018.
2. The Agenda and Minutes of Committee meetings be published in the same way as meetings of the full Council, that is circulated to all Councillors, posted on the noticeboards and website and publicised on Facebook.
3. The Council approve the terms of reference and membership of its Committees.

4. Committees (initially for Planning and for Finance & Risk) meet when necessary and normally at 7.00pm on the second Monday in a month.
 5. The minutes of Committee meetings be taken by the Parish Clerk or by a Council member on behalf of the Clerk, as appropriate.
 6. Committees report orally to the full Council.
 7. Each Committee has a quorum of three members.
 8. The full Parish Council no longer meet monthly but on the second Monday of alternate months, viz. May, July, September, November, January and March.
 9. These new Committee and Council arrangements be explained to the parish.
 10. These arrangements be reviewed after a trial period of one year.
6. **It was RESOLVED 8-0-0 that the minutes of the meeting held on 12th February 2018 be confirmed and signed as a true and accurate record.**

Business Items

01 [0318] County and District Councillor's report: ML reminded the Council about the public consultation of the future of Somerset County Council (SCC) libraries. In answer to questions he explained some of the thinking behind the Somerset Strategic Housing Framework and proposals for so-called Garden Towns.

02 [0318] Crime and Safety: PCSO Thelma Mead reported that the Police had sent Anti-Social Behaviour letters to some young people who were held responsible for recent instances of anti-social behaviour; they had also been visited and talked to by the Police, along with their parents. [**Clerk's note:** *1 offence of Theft was reported in Queen Camel for the month of December 2018. Neighbourhood Watch also reported that some non-residential properties in Sparkford, West Camel and Marston Magna had been broken into between 11th and 17th March*].

03 [0318] Updates:

1. **Playing Field:** On behalf of the PFC and the Cricket Club AH thanked the Council for the replacement roller which had been delivered and found to perform very well; a celebratory cricket match has been planned for May 6th. The electrics in the pavilion need an upgrade costing c.£1,200 in order to comply with current regulations. Instances of apparently deliberate littering around the playing field car park are being dealt with by PCSO Thelma Mead.
2. **Rubbish bins, fingerposts** - CB reported that:
 1. One of the two new bins intended for the gateway between the Glebe and the playing field had been installed and the other would be installed shortly.
 2. The SCC historic fingerposts scheme requires volunteers to undertake formal training before registering fingerposts and some elements of fingerpost restoration require the services of licensed contractors. Steve Millard, (Chairman of the Environment Group) and CB will continue to explore this.
3. **SCC land:** PPC is asking SCC Estates about a possible Community Asset Transfer to the Parish Council of SCC-owned land on and near the playing field.

04 [0318] Highways matters:

1. **A303 Sparkford to Ilchester Dualling scheme:**
 1. The Council had submitted a detailed response to the Highways England (HE) Statutory Consultation and posted it on the website and noticeboards.

2. BN explained that he was coming under pressure from West Camel Parish Council's A303 Working Group which wants the two Parish Councils to produce a joint letter so as to put more pressure on HE. PPC added that he had come under similar pressure and that correspondence with a Working Group member had been forwarded to Councillors. BN tabled a number of points which he believed could form the basis of a joint letter: these included concerns about the proposed junctions at Hazlegrove and near Howell Hill and the lack of east-west connectivity alongside the proposed new road.

It was RESOLVED 6-2-0 that BN and PPC produce a draft letter based on BN's points and explore with the West Camel A303 Working Group the possibility of producing a joint letter from the two Councils.

2. **Speed Indicator Devices (SIDs)** – SS and PPC would attend a presentation by SCC under the auspices of Somerset Association of Local Councils (SALC) on possible replacements for the SCC free SID scheme now coming to an end.

05 [0318] New Planning Applications:

① 18/00218/FUL and ② 18/00197/FUL Shell Filling Station, Camel Hill -

- ① Demolition of petrol filling station, forecourt and ancillary retail unit. The erection of a replacement petrol forecourt, retail unit and ATM with associated parking;
- ② Erection of single storey drive through coffee shop with associated access and parking

The Council considered these two associated applications together after hearing representations from occupants of a neighbouring commercial site and was particularly concerned with the safety implications of the proposals.

It was RESOLVED 8-0-0 to object to both applications on the grounds that the flow of traffic between the proposed service station, retail unit, coffee shop and parking space, and between them and the existing restaurant adjacent to the site, and between all these businesses and the A303 is likely to cause traffic congestion and risk endangering drivers, pedestrians and vehicles on and adjacent to the site.

18/00565/FUL Hazlegrove Preparatory School, Sparkford - Retention of one portacabin classroom until September 2021:

It was RESOLVED 8-0-0 to support this application.

For information only:

18/00659/TCA Alderley House, Englands Lane - Notification of intent to conduct tree surgery on a tree in a Conservation Area.

18/00295/EIASS Land 0S1100 off Bindwell Lane, Queen Camel - Proposed solar farm - Environmental Impact Assessment (EIA) Scoping Enquiry: SDDC's Planning Authority is of the opinion that no EIA is needed.

There were no planning updates, nor relevant applications in neighbouring parishes.

06 [0118] Councillors' reports and motions - none

07 [0118] Other reports and motions:

1. **Neighbourhood Plan (NP):** BN reported that recent revisions to the National Planning Policy Framework would have no impact on the NP. The Neighbourhood Plan Steering Group was awaiting a response from SDDC on questions relating to heritage aspects of the NP.
2. **Welcome Pack:** PPC reported that he had expressed the Council's thanks to the group of volunteers and the Parochial Church Council for offering to collate the Welcome Pack and distribute the Information leaflet, and had

confirmed that the Council would meet associated costs as necessary.

3. **Neighbourhood Watch** (NHW): PPC reported that he had expressed the Council's thanks to Sue Cole, the NHW Coordinator, and had confirmed the Council's readiness to give her whatever help and support it could.
4. **Old School site**: CB reported that the Community Land Trust (CLT) and SCC are still discussing the CLT's possible acquisition of the Old School Site through a Community Asset Transfer.
5. **General Data Protection Regulations** (GDPR): PPC reported that he is receiving advice from SALC about the implications and practicalities of the new GDPR regime which comes into force on May 25th. [**Clerk's note**: SSSDC has announced it will be putting on GDPR training courses for Councillors and Clerks in April and May 2018]

08 [0118] Clerk's report: none.

09 [0118] Finance -

1. **Payments received**: none
2. **It was RESOLVED 8-0-0 that the following payments be made:**

£96.57	Rosemary Heath-Coleman	Neighbourhood Plan expenses
£14.46	CartridgeWyse	Office expenses (stationery)
£3.90	P.Pender-Cudlip	Office expenses (stamps)
£100.50	P.Pender-Cudlip	Office expenses (fixed expenses)
£751.72	P.Pender-Cudlip	February and March salary

3. **Bank transfer**: It was agreed that an accumulated surplus of £13,582.91 be transferred from the current account to the deposit account.
4. **Neighbourhood Plan**: It was agreed to accept a Quotation of £1585.86 from Dorset Planning Consultant Ltd in consultancy fees in respect of phase 4 of the NP revision drafting process. [**Clerk's note**: SSSDC later indicated it would meet 90% of this NP expense out of Fronrunner funds].
5. **Online banking**: the Council's online banking application is being processed.

10 [0118] Incoming correspondence: Somerset Strategic Housing Framework (SSHF) Draft Consultation 2018-22.

11 [0118] Advance Notices: 12th April, 7.00pm, Playing Field Committee AGM, Marples Room; 20th April, SSHF Consultation ends; 18th May, 6.30pm, Annual Village Meeting, Memorial Hall.

12 [0118] Agenda items for next meeting: Draft terms of reference and arrangements for proposed Finance & Risk and Planning Committees, revised Financial Regulations, GDPR update.

13 [0118] Matters arising post Agenda: none.

14 [0118] Next meeting: 7.30pm on Monday 9th April in The Marples Room

The meeting concluded at 9.46pm

Signed:

John Brendon

Chairman

[Date: 9th April, 2018]