

# Queen Camel Parish Council



**MINUTES of the PARISH COUNCIL MEETING**  
held in The Marples Room at the Memorial Hall  
on **Monday 9<sup>th</sup> October 2017 at 7.30pm**

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

**Apologies:** **John Carnegie (JC)**  
**Kit Stapely (KS)**

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

## Procedural Items

1. JB welcomed Councillors and members of the public.
2. No matters were raised by members of the public.
3. JC and KS sent apologies for being unavoidably absent.
4. AH and CB declared an interest in item 06 as members of the Playing Field Committee (PFC).
5. PPC had made electronic copies of scanned Playing Field deeds and leases on a flash drive lent by a PFC member. He would circulate a list of the documents and Councillors interested in scrutinizing them could borrow the drive.
6. JB reported on an informal meeting of Councillors to discuss ideas raised at a training course for Chairmen of Parish Councils organized by the Somerset Association of Local Councils (SALC) in July:
  - The Council should prepare an action plan for the coming year.
  - In an attempt to make the Council's operations more streamlined it was **RESOLVED 6-1-0 [for-against-abstained] that the Clerk would draw up plans for Council Committees covering Finance and Planning, to be reviewed by the Council at its November meeting.**
  - Councillors will consider a number of procedural changes for possible incorporation in Standing Orders and Financial regulations in the future:
    - The Clerk's discretionary spending powers should be reviewed.
    - The order of items on the agenda should be reviewed so as to facilitate discussion of the most important items earlier in meetings.
    - New Councillors should be required to undergo SALC training.
  - At a future date the Council may invite Justin Robinson, the SALC County Executive Officer, to review its operations.
7. **RESOLVED 3-0-4 that the minutes of the meeting held on 9<sup>th</sup> October 2017 be confirmed and signed as a true and accurate record.**

## **Business Items**

**01 [1017] District and County Councillor's report** – ML reported that in its drive to reduce costs South Somerset District Council (SSDC) was reviewing the future of its Wincanton offices. He noted that rural parts of South Somerset have been far more successful at meeting current housing and employment targets than the District's towns.

He also reported that Somerset County Council (SCC) had no current plans to outsource its Libraries Service unlike the County Council in neighbouring Devon.

**02 [1017] Crime and Safety** – It was reported that the flood shed had been slightly damaged. [*Clerk's note*: The latest crime report for Queen Camel (August 2017) records one offence of criminal damage in England's Lane and two offences in Laurel Lane, one of assault and one of theft].

### **03 [1017] Updates:**

1. **Green Lane** – CB and a representative of the Yarlington Housing Group (YHG) have discussed the position of the boundary between property owned by YHG and Green Lane; CB will table a report at the Council's November meeting.
2. **Website** – PPC reported that uploading Parish Council information on the Council website was not burdensome but a suitable volunteer was needed if the website was to be maintained as a popular community resource. JPC would investigate further.
3. **Rubbish bins** – CB reported that a new bin by the gate between the Glebe and the playing field would be discussed at a forthcoming PFC meeting but no work would start until SCC had completed its work on upgrading the footpath.
4. **Annual Village Meeting (AVM)** – SS would be liaising with other Councillors in organizing the 2018 AVM.

### **04 [1017] Highways:**

1. **High Street speed limit** - PPC reported that in the light of local expressions of concern about the speed of traffic on the High Street SCC Highways has agreed to the (periodic) installation of a Speed Indicator Device on the High Street. Any proposal to reduce the speed limit to 20mph would require evidence including existing traffic speeds, the road environment and geometry, the composition of road users, the history of collisions and Police advice about compliance and enforcement. CB suggested that in the meantime concerned residents might set up a Community Speedwatch scheme as in the past.
2. **Speed limit outside the new school** – SCC Highways regards a part-time speed limit illuminated at either end of the school day, with flashing lights and a sign reading "20 when lights show", as more effective than a 20mph zone. Unless such a scheme could be funded by SCC Highways or via SCC's Small Improvement Scheme it would be for the parish to find the funds.
3. **Footpath between The Glebe and Countess Gytha school** – Work on upgrading the footpath should start in mid-October and take four weeks.
4. **Blackwell and Eyewell (Traits) Lane** - SCC Highways is looking into the installation of signs warning, 'Single track road with no passing places'.
5. **Dropped kerb** - SCC Highways is looking into the installation of a dropped kerb at the bottom of Hill View, by the junction of Gason Lane and Blackwell Lane.
6. **Drains** – SCC Highways are clearing road drains in the village.

7. **Repairs** – Damage to the road surface near Eyewell and the parapet of the bridge in Wales have been logged by SCC Highways and will be repaired.
8. **Pollution** – The SSDC Environmental Protection Service has been asked to investigate pollution levels generated by traffic on the High Street. [**Clerk's note:** SSDC's Senior Environment Protection Officer has subsequently confirmed that the air quality along Queen Camel High Street is generally good (as per the Department of the Environment, Food and Rural Affairs technical guidance) but if the Parish Council wishes to conduct an air quality survey SSDC will provide it with the requisite training and support]
9. **Bypass** - The views of residents about the desirability of a bypass may be canvassed in case this ever becomes a possibility.

**05 [1017] Planning Applications:**

1. **17/03779/HDG Wessex Water booster station, Traits Lane** – to remove a 5 metre length of hedgerow to facilitate replacement of equipment. Application permitted.
2. **17/03204/FUL Old Mill House, Grace Martins Lane** - to replace the existing garages with a garage and studio. Application permitted with conditions.

**06 [1017] Councillors' reports and motions:**

**The Playing Field.** AH reported that the Playing Field is now legally protected by the *Fields in Trust* scheme and the PFC will be seeking to develop its facilities, applying for grants and engaging with the public. It was **RESOLVED 5-0-2 that the Council would ask SCC to transfer ownership of the SCC-owned portion of the field to Queen Camel Parish Council under SCC's community asset transfer scheme.**

**07 [1017] Other reports and motions:**

1. **Environment Group (EG)** – It was agreed that the EG will concentrate on special projects in future while the Parish Council and the Parish Environment Warden will deal with routine matters and liaise with other agencies.
2. **Fingerposts** – CB and Steve Millard agreed to prepare an inventory of fingerposts and any necessary remedial work for the Council to review before deciding about registration with the SCC Fingerpost Restoration Project.
3. **Neighbourhood Plan Steering Group (NPSG)** – BN reported on the huge amount of work done by the NPSG and especially by its Chairman, Rosemary Heath-Coleman, whose unique knowledge and key coordinating role made her contribution particularly important. After a discussion it was **RESOLVED 7-0-0 that Councillors would attend a meeting with the NPSG on 30<sup>th</sup> October to be briefed on progress and plans for the public 'drop-in' session of 10<sup>th</sup>/11<sup>th</sup> November, and that the Council would pay fees and expenses totaling £240.65 to Dorset Planning Consultant Ltd. for additional professional support.**

**08 [1017] Clerk's report** – PPC briefed the Council about the SSDC training session on the planning system, on his preparations for the 2018/19 budget and on the possible advantages of a pull-down screen in the Marples room.

**09 [1017] Finance:**

**1. RESOLVED 7-0-0 that the following payments be made:**

£150.00	Grant Thornton	Audit fee
£120.00	Dorset Planning Consultant	Neighbourhood Plan (shortfall)
£8.00	Memorial Hall Committee	Marples room hire (up to 30/9)
£16.85	Bob Holland	Telephone kiosk paint
£375.86	P.Pender-Cudlip	September salary

2. The purchase of an HP OfficeJet Pro 8730 printer for £246.00 was confirmed.
3. PPC explained that he had been unable to complete and present the 2017/18 accounts (April-September) because the bank statements had not yet arrived.
4. **Online banking** - A Natwest-appointed investigator is checking the accuracy of advice from the Natwest Business Centre that Natwest cannot offer a two-tier online banking facility suitable for parish councils. The Council will review the investigator's report at its November meeting and decide how to proceed.
5. **Financial regulations** - possible revisions will be tabled in November.
6. **Jubilee account** - The account signatories will present their recommendations for the future at the Council meeting in November.

**10 [1017] Incoming correspondence** - SCC has informed Queen Camel Community Land Trust (CLT) that it will dispose of the Old School site and invited the CLT to resubmit an Expression of Interest if it still has an interest in acquiring the site via a Community Asset Transfer. Sparkford Village Magazine has gone digital.

**11 [1017] Advance Notices:** NPSG 'Drop-in' Session 10<sup>th</sup>/11<sup>th</sup> November, SALC training session November 23<sup>rd</sup>.

**12 [1017] Agenda items for next meeting:** Review of Playing Field deeds, review of Standing Orders, Green Lane, website, speed limit outside school, pollution, Neighbourhood Plan, SCC Fingerpost Restoration Project, 2017/18 Accounts (first two quarters), Online banking, review of Financial regulations, Jubilee Account.

**13 [1017] Matters arising post-Agenda** – none.

**14 [1017] Next meeting** - 7.30pm on 13<sup>th</sup> November, 2017 in The Marples Room

The meeting finished at 9.35pm

**Signed:**

**John Brendon**  
Chairman

**Date:[13<sup>h</sup> November 2017]**