



# Queen Camel Parish Council

## MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 12<sup>th</sup> NOVEMBER 2012 AT 7.30 PM IN THE MARPLES ROOM OF THE MEMORIAL HALL

<b>Present:</b>	Chairman	<b>Patrick Pender-Cudlip (PPC)</b>		
	Councillors	<b>Rosemary Heath-Coleman (RHC)</b>		<b>David Biggart (DB)</b>
		<b>Dan Hewlett (DH)</b>		<b>Chris Bennett (CB)</b>
		<b>Angus Davidson (AD)</b>		<b>Steve Millard (SM)</b>
		<b>Ben Turner (BT)</b>		<b>Jean Pilgrim (JP)</b>
	Clerk	<b>Les Stevens (LS)</b>		
	District Councillor	<b>Mike Lewis (ML)</b>	County Councillor	<b>Bob Little (BL)</b>
	PCSO	<b>Jan Sparkes (JS)</b>		
	Apologies for absence	<b>PCSO Thelma Mead (TM).</b>		

Members of the public - 4

PPC welcomed everyone to the meeting and asked if any members of the public wished to speak. As no one wished to speak, PPC opened the meeting at 19:31.

**1112.01 Apologies for Absence** – received from PCSO Thelma Mead.

**1112.02 Declarations of Interest and details of dispensations requested or granted since the last meeting (Councillors and visiting Councillors)** – None.

- a. LS mentioned the need to agree a dispensation for all councillors to take part in precept discussions (apparently this automatic dispensation was part of the previous Standards Regime and was removed from 1<sup>st</sup> July). **Decision – dispensation proposed by CB, seconded by DB and agreed unanimously.**

**1112.03 Safety and Behaviour** – CB stated that nothing relevant had been received from NHW or from within the village in the last month.

**1112.04 Police Matters** – in TM's absence JS delivered the police report –  
4 Crimes reported and dealt with Oct - Nov 2012  
2 x Assault – under investigation  
1 x Theft from shop, victim updated and case filed.  
1 x Making off without payment, victim updated and case filed.

There were 14 calls to the force service centre Oct - Nov 2012  
7 x Traffic 1 x Theft from shop 2 x Fraud 1 x Miscellaneous 2 x Contact 1 x ANPR Camel Hill

**1112.05 Advanced Notices**

- Local Choices Events SCC – Preston School, Yeovil 7:00pm 29<sup>th</sup> November – attendee(s) **LS / SM (CB attended an earlier event at the Bath & West showground).**
- SALC Area South Meeting 10<sup>th</sup> December Donyatt Village Hall – no councilor was free to attend.
- Flood Committee Meeting 6:00 pm 22<sup>nd</sup> November at Mildmay Orchard. – CB to attend.

**1112.06 Minutes of last meeting (08/10/12) to be agreed and signed** – The minutes were agreed by all councillors and signed by PPC and LS.

## 1112.07 Matters of report arising from the last meeting minutes

0712.13 Bush trimming in the Glebe – no action to date. **AP LS has emailed and phoned SSDC Street Scene – no response – ongoing**

0912.05 Amend Standing Orders – LS reported that the agreed changes did not fit cleanly within QC SOs which have been modified. Further work is required. **Ongoing.**

0912.12 c Parish Plan – Safety Group – CB/RHC/SM to develop terms of reference – **ongoing**

0912.12 LS to approach McDonalds for waste bag hoops – apparently there has been a change of manager – still no response. SM to visit and make face to face request – **ongoing.**

0912.12g CB to check whether replacement of bowls is required / buy darts – **ongoing.**

0912.12o JP to pass 'Western Gazette 'Young Star' award info to QC School – **Comp.**

0912.12q Request for provision of a bench in High Street – ongoing with CB. Several councillors asked for this action to be closed on the grounds that the suggested site of the bench was private land whose owners opposed the idea. CB believed that a bench could be sited on public land and wished to carry on his investigations – **ongoing.**

0912.12r Flooding o/s Rectory Barn – LS to arrange a site meeting – DH/LS met with Colin Fletcher (SCC Highways) to discuss blocked drains in general. Colin agreed to prioritise the ones adjacent to Rectory Barn. **New AP – LS to write to Scott Davies (SCC Highways) with list of known blocked drains and include photos supplied by CB.**

1012.05 LS to seek guidance on CLT membership as regards Declarations of Interest – Membership of any village organisation should be included on the DOI form – **Closed.**

1012.06 – **Closed. See 101012.11 k**

1012.06 – Request for extension of 20mph speed restriction – **would not be supported by Police or SCC Highways – Closed.**

1012.06 – SCC Speed Indicator Device (SID) Programme – **QC registered for 2 sites - Closed.**

1012.11a Localising Support for Council Tax – **LS has responded to this consultation – Closed.**

1012.11f Green Lane parking issues – **LS has spoken to TM who will investigate – Closed.**

1012.11k RHC to provide details of signs that the EG Group recommend could be removed – **DH/LS discussed list provided by RHC/JP at site meeting 7<sup>th</sup> Nov with Colin Fletcher SCC Highways who agreed to remove signs no longer required. Requested 'Horses Warning' signs were agreed by Colin – Closed.**

1012.11m Parish Online service – LS to arrange free trial – **ongoing.**

1012.12 Planning Application 12/03206 – ML to ascertain appeals process/timescales – **circulated via email to all councillors – Closed.**

## 1112.08 Correspondence / Reports / Other matters requiring action.

- a. QEII Fields in Trust – CB summarised the cost/benefit paper he had circulated to all councillors prior to the meeting. LS at the Chairman's request outlined what is known of the situation regarding the deeds and land registration covering the land in question. After lengthy discussion PPC requested that a motion be tabled. CB proposed joining the scheme but as no councillor was prepared to second the motion, he withdrew his proposal. PPC declared the matter closed and thanked CB for all his thorough research. ML mentioned that Dianne Layzell at SSDC may be able to help with the 'lost deeds' search.
- b. Telephone Box – future use/care arrangements – LS reported that a suggestion to utilise the phone box as a book exchange had been received from Arthur Thring. CB mentioned that John Carnegie and Dr. Nicholson were keen to commence restoration work replacing opaque PVC windows etc. at a potential cost of £120 (materials only). CB proposed that the PC should fund the restoration work, seconded by BT and agreed ALL. After some debate, it was agreed to make the future use of the phone box a Christmas competition in the parish magazine, with a final decision being made at the January PC meeting. **AP – LS to respond to Arthur Thring. PPC to place entry in the Camels Magazine.**
- c. First Aid Courses to be held at West Camel – LS reported that WCPC had secured funding from the SCC Heath & Wellbeing project for 4 First Aid courses each of 15 students and places were being offered to surrounding parishes. **AP ALL to pass on to village groups.**
- d. Health and Wellbeing – after discussion no firm ideas were forthcoming. PPC asked councillors to consider schemes for QC and asked LS to table to the January PC meeting. **AP LS to table to Jan, ALL pass ideas to PPC.**
- e. SCC Community Fund – BL reported that SCC were willing to transfer the portion of the playing field as a land transfer to QCPC and under the 'Community Empowerment' scheme

SCC would cover all legal costs involved (SCC and QCPC). RHC proposed that LS pursue transfer of the land with BL, seconded by DB and agreed ALL. **AP LS.** PPC thanked BL for making this transfer possible and his ongoing support.

- f. Emergency Plan – CB summarised the written response he had sent out on this action prior to the meeting and suggested that the Emergency Plan be combined with the Flood Plan to avoid duplicate contact lists and since the Flood Plan is periodically tested and updated. This was agreed to be a sensible way forward and CB offered to attend the Flood Plan meeting on 22<sup>nd</sup> November – **AP CB.**
- g. SCC Waste Core Strategy – a response to the modifications consultation was not thought to be necessary from QCPC. – **Closed.**
- h. Broadband – coordination of local PCs/Lead councillor. BT agreed to take on this role and will contact the ‘Connect Devon & Somerset Now’ project team with a view to arranging a meeting for all parish councils served off Marston Magna telephone exchange. **AP BT.**
- i. Community Council Oil scheme – AD asked for this item to be tabled to the December meeting to allow him time to gather information. **AP LS to table to Dec.**
- j. Dog Poo Bin – LS outlined the costs supplied by Chris Cooper (SSDC Head of Street-Scene). A new bin would first require SSDC approval before they would agree to empty. Costs are circa £500 to install, chargeable to QCPC (although QCPC could install one themselves) and £450/year emptying costs, met by SSDC. After discussion it was proposed by DH that LS first approach SSDC to gain their outline agreement for the additional site. **AP LS.**
- k. Environmental Group ‘Sign List’ (follow on from 1012.11k) to be amended in liaison with DH to remove non-signage items and items that could be fixed by the EG locally. Amended list to be sent to LS who will send to SCC Highways. **AP RHC/JP/DH & LS.**
- l. Insurance Cover Snow and Ice – LS passed out a response he had received from Came & Co. regarding the insurance position of the PC should they undertake or facilitate salt/grit treatment of local footpaths or roads. After some debate DH was asked to investigate the matter further and propose what action QCPC should take at the December meeting. **AP DH/LS.**
- m. Brief update on CLT and Front Runner projects – RHC.  
**QC CLT** - Because the statutory archaeological survey has held up progress the village consultation planned for late November has been postponed until Thursday 17<sup>th</sup> January when residents will be able to review layout and design matters and question the architect. The CLT hopes to submit a planning application in late February.

**Front Runner** - Because the statutory archaeological survey has held up progress the Drop In meeting planned for late November has had to be postponed, probably until Saturday 19<sup>th</sup> January.

## 1112.09 Planning.

**New Applications** – there are no new applications.

## Updates

**12/02812/FUL** – Sutton Farm - Retention and completion of raised perimeter landscaping careen (retrospective) – **Permission granted with conditions.** LS read out extracts from a letter from Andrew Collins (SSDC Planning Officer) explaining that, ‘*as the recommendations of the case office did not accord with the views of the parish council, the application was referred to the local ward councillors who have endorsed this decision.*’ It was suggested that the ward councillor(s) referred to were not the ones in which the parishes of Sutton Montis/Corten Denham fall and as such the ‘Accepted Scheme of Delegation’ had not been followed. After discussion LS was asked to investigate further and liaise with PPC regarding a formal QCPC response. **AP LS/PPC.**

**12/03506/FUL** – 1 Eyewell Cottages – single storey side extension. **Permission Granted.**

**12/03288/FUL** – Steart Hill Farm (West Camel PC) – Change of use of grain store and surrounding ancillary hard standing from agricultural use to mixed agricultural, agricultural processing (B2) and

storage of agricultural produces (B8) use. Retention of buildings as constructed. (Retrospective).  
**Pending decision.**

**1112.10 Financial Matters**

- a. To review latest budget/performance – not required this month (added in error).
- b. Budget 2013/14 – update on grant applications. LS reported that he has received applications from the PCC and the PFC as well as a request for a donation from Sparkford Copse Trust. He explained that the precept could not sensibly be set until the Tax Base (number of Band D equivalent houses paying council tax in QC) was revealed w/c 17<sup>th</sup> December. A draft budget will be made available to councillors prior to the December meeting. Supporting accounts from grant applicants will not be circulated in advance but will be available for inspection at the meeting.
- c. HMRC – Real Time Information – LS explained that from April 2013 HMRC require payroll information to be uploaded monthly using their on-line ‘tool’. Currently PAYE is calculated by the RFO quarterly and an annual return made on-line.
- d. Cheques to approve –

PCC Grant 2012/13	£1392.00
Clerk’s stationery	£18.14
Memorial Hall Marples Room Hire (July 2012 – Dec 2012)	£40.00
Expenses Rosemary Heath-Coleman	£36.80

LS explained and recommended each payment, PPC proposed, DB seconded and ALL agreed.

**1112.11 Urgent Matters of Report- Post Agenda (At Chairman’s discretion).**

- a. Other Matters of report –
  - I. AD asked if the bin outside the bus stop could be emptied as it is full.
  - II. AD expressed his dissatisfaction at the politicising of the forthcoming Police Commissioner elections. Although he had some sympathy with this view PPC didn’t consider this a parish council matter.
- b. Matters for future business –
  - I. LS asked whether a request for financial support from the CAB should be added to the next agenda? PPC said that the QCPC had a policy of only supporting local organisations.

**1112.12 Date of next Parish Council Meeting – Monday 10<sup>th</sup> December 2012 at 7:30 pm in the Marples Room of the Memorial Hall**

**1112.13** There being no further business, PPC thanked everyone for attending and declared the meeting closed at 21:10.