



Queen Camel Parish Council

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 14th October 2013 AT 7.30 PM IN THE MARPLES ROOM OF THE MEMORIAL HALL

Present:

Chairman	Rosemary Heath-Coleman (RHC)
Vice-Chairman	Dan Hewlett (DH)
Councillors	Chris Bennett (CB)
	David Biggart (DB)
	Steve Millard (SM)
	Patrick Pender-Cudlip (PPC)
	Ben Turner (BT)

In Attendance:

County/District Councillor	Mike Lewis (ML)
Clerk	Laura Paul (LP)

Members of the public 4

- 1. Apologies for absence – Angus Davidson (AD), Jean Pilgrim (JP), Thelma Mead (PCSO)**
- 2. Public Session -** A resident raised the fact that currently PC meeting dates weren't published in the village magazine. **PPC to add the date of future meetings at the end of the monthly PC report in the magazine.** The state of the brambles and hedgerow overhanging the footpath along Camel Hill was raised. **DH to organise trimming.**

Meeting opened at 7.40pm

- 3. Declarations of Interest -** DH and CB declared an interest in item 1013.08.3

1013.01 Minutes of meeting 9th September 2013 to be approved and signed - The minutes, having been circulated and corrected at item 0913.04 to read 'formal' contact with highways were subsequently agreed and signed by RHC as correct.

1013.02 County & District Councillors' reports – ML advised of the existence of two available schemes. The Health and Well Being Fund – a small amount of funding is available until Christmas. The Small Improvement Scheme is for highways projects, it has limited funds but if there is an application to back a more substantial scheme then with supporting documentation this would be considered. CB raised the issue of puddles along the pavement and road adjoining the school and could this potentially be a project that would be allocated funds under the second scheme. **ML to contact highways.** DB pointed out the lack of lighting along the path from The Glebe to Englands Lane and whether this could be a suitable project. BT asked if the

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Environmental Group would have any ideas – to be discussed at the next EG meeting.

CB asked ML to pass his thanks on to Pest Control at SSDC for their prompt action with regards to the wasp nest at the playing field. **ML to forward.**

1013.03 Police & Safety matters

03.1 Police report – No report received

03.2 Safety Group – No report received
No SID update.

1013.04 Highway's matters

04.1 Drains – ML referred to the state of the drains at Bindwell Lane. Highways have confirmed that works will be done in the new financial year.

04.2 Signs & Poles – **DH/LP to report in November.**

1013.05 Planning Applications

05.1 New applications to consider - none for October.

05.2 Updates received since last meeting:

12/03206/COU – Ref repair shop Bridge Barn – **Appeal Dismissed**

05.3 Applications ongoing:

13/01697/FUL- for Mr. P. Maclaren on land OS 4200, Sutton Montis Road for Solar PV development and associated works. To include the installation of ground based racking systems, mounted solar panels, power inverter stations, transformer stations, sub station and comms building, fencing, associated gates and tracks, and CCTV security cameras mounted on free standing support poles. This had gone SSDC Area East Committee but had been deferred - **MOD awaiting response from applicant.**

1013.06 Parish Group reports

06.1 Communications – report of 5 October meeting circulated. RHC proposed the date for the AVM as Friday 16 May, CB seconded, all agreed.

06.2 Environment – The next meeting will be held on 23 October at 7pm. SM advised that the damaged litter bin by the mini roundabout has been reported and that there will hopefully be news on an additional bin for the November PC meeting.

06.3 Frontrunner – **Update in November RHC**

1013.07 Other reports

07.1 Annual update on Poor's Charity – PPC provided an overview of the funds history - it was used to set up a Poor House in 1785 which closed in 1884 leaving funds in a PO Account of approx £94. This was later put into a unit trust and by 2000 the Trust had assets of just over £1000; the trustees were Roger Giles, Peter Oxley and Angus Davidson. PPC now a trustee along with AD. The Charity Commission has now deregistered the charity as it is dormant therefore their permission is no longer required for use of the funds. PPC asked for suggestions from councillors for the use of the money and will also ask for villagers' ideas in his article in the magazine. PPC stated that in accordance with financial regulations 16.1 the clerk as RFO should take control of the administration of the account.

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07.2 Telephone Kiosk – Update in December CB

1013.08 Financial matters

08.1 **Payments received** – interest on business account £ 3.90

08.2 **Cheques approved -**

Grant Thornton external audit additional fee £25.00

+VAT £ 5.00

£30.00

Clerks expenses £38.75

+VAT £ 7.75

£46.50

£1458.00

Grant payment to PCC

In accordance with PC approval December 2012 meeting

Grant payment to PFC

£3060.00

BT proposed the amount of £3060 and DB seconded. The remaining voting councillors all agreed. DB proposed and PPC seconded with the remaining again in favour that the payment be made.

08.3 **Payments approved –**

Clerks membership of SLCC £94 - BT proposed, PPC seconded, all agreed

Replacement recording device circa £75 - BT proposed, PPC seconded, all agreed

Local Council Administration 9th edition £60 – RHC advised that an alternative to this book by NALC will be available at a slightly reduced cost and it may be prudent to wait until its release.

08.4 **Banking** – RHC proposed, DH seconded and it was unanimously agreed that Jane Crozier and Susan Howman are removed from the bank mandate as authorised signatories. **LP to submit form to bank.**

After discussion it was agreed that prior to a bank account being opened for the Parish Enhancement Fund the benefits are researched and types of account are investigated. **LP to contact bank.**

LP circulated the latest Income/expenditure review which showed minimal change from the previous version. A spreadsheet highlighting the budget variation was circulated and explained. RHC proposed, DB seconded that both were accepted as correct, all agreed (CB advised accepting in principle due to lack of time to review documents).

1013.09 **Incoming Correspondence - not included above**

Letter received 8 September from PFC re renewal of lease. RHC proposed herself, DH and BT work together to review. DB seconded and all agreed that a proposal should be presented to include estimate of costs to ensure the right decision is made.

Letter received 25 September from Somerset Community Justice Panel re Donation appeal. Unanimous agreement was made to decline the request due to the nature and timing. ML offered the merits of the scheme and SM proposed this should be revisited at the time next year's budgets are reviewed.

1013.10 **Advance Notices - of external and Parish meetings**

CLT AGM Thursday 17 October 7.30pm Marples Room.

Transport and Access to Services Workshop 23 October Wincanton Memorial Hall – PPC unable to attend.

Yeovilton – Community Engagement Day – briefing 24 October DH attending in place of DB.

SCC Local Choices Event – 6 November Huish Episcopi CB may attend.

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1013.11 Matters for report or for the next agenda
None for the next agenda

There being no further business, RHC thanked everyone for attending and declared the meeting closed at 9.35pm.

Date and time of next meeting: **Monday 11 November 2013 at 7.30 pm, Marples Room.**

Signed:

Date:

DRAFT

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Chairman