



## 1212.07 Matters of report arising from the last meeting minutes

0712.13 Bush trimming in the Glebe – no action to date. **AP LS stated that he had spoken with Chris Cooper (Head of SSDC Street-scene) who undertook to expedite the matter. CB confirmed that the work still hasn't been carried out. – ongoing with LS.**

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 (Jan 2013).**

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

0912.12 SM to approach McDonalds for waste bag hoops – SM has spoken with the new manager and McDonalds don't use bag hoops and are unable to supply. **Closed.**

0912.12g CB to check whether replacement of bowls is required / buy darts – CB has obtained replacement bowls from another pub in exchange for a £20 donation to the pub's charity, he has also purchased replacement darts. CB proposed making a £20 donation, seconded BT, majority in favour (1 abstention). CB to let LS have receipt for darts etc.- **ongoing.**

0912.12q Request for provision of a bench in High Street – CB stated that he was unhappy with the attitude of some councillors and the recent article in the Camels magazine which he considered pre-judged the outcome of the matter. He, therefore proposed to take no further action and asked that the action point be closed. – **Closed.**

0912.12r Flooding o/s Rectory Barn – LS has written to Scott Davies (SCC Highways) with list of known blocked drains and included photos supplied by CB.

**LS pointed out that a councillor sending him a copy of the Action Point Summary annotated in red stating that the drain were still blocked, is not very helpful as his action was to write a letter, not unblock the drains!** However, this did raise a valid point as to how longer term or reoccurring items should appear on future agendas. He suggested the introduction of a 'Standing Items' section grouping together such items. After some discussion CB proposed trialling this system, seconded by PPC and agreed by all present. **AP LS to modify future agendas.**

1012.03 – replaced by 1112.08 (below).

1012.11 m Parish Online service – LS reported that the online system wouldn't permit a second trial. He asked whether he could close the action. – **Closed**

1112.08 b Telephone Box – LS to write to Arthur Thring (**Comp**). PPC to place competition article in Camel Magazine – **Comp (to be discussed in January).**

1112.08 c Heath & Wellbeing First Aid Courses at West Camel – **closed.**

1112.08 e SCC Community Enablement Fund – transfer of SCC portion of playing field to QCPC – **ongoing (move to Standing Items until completed).**

1112.08 f – Emergency Plan – CB – **ongoing.**

1112.08 h – Broadband for Marston Magna Exchange – BT reported that he had written to all PCs fed off MM exchange and hoped to arrange a meeting in January. **Ongoing (move to Standing Items).**

1112.08 j Additional Dog Poo Bin – LS reported that Chris Cooper had suggested using ordinary bins (which is quite permissible). After some discussion LS was asked to press for an additional bin and point out that existing bins are often overflowing and smelly! – **ongoing (move to standing Items).**

1112.08 k – List of signs to be removed – RHC/JP/DH revised the list which LS sent to Colin Fletcher (SCC Highways). **Comp.** LS read out a response from Colin Fletcher accepting the list but explaining that it would be the early part of the next financial year before work could be programmed.

1112.09 LS has written to Andrew Collins asking why this latest (retrospective) application for Sutton Farm was classed as Corton Denham rather than Sutton Montis as had all previous applications. – **ongoing (move to Standing items).**

1112.11 – Request to empty bin outside bus shelter – LS passed this request to SSDC – **closed.**

CB queried minute 1112.08 (a) QEII Fields in Trust. He reported that BT had confirmed after examining CB's copies of the QCPC Land Registration files that QCPC can prove that it does hold title over the majority of the playing field. *\*BT reconfirmed that this was opinion.* He felt that LS had misled the Council by reporting that he was unsure whether QCPC could prove title and he suggested that LS had steered the Council against supporting his motion to join the scheme. LS assured Council that he had merely reported how he had interpreted the rather confusing land registration documents and other information held on file. He went on to suggest that if CB wished to question his personal and professional integrity then he should do so in writing to DB who holds

portfolio for personnel matters.

*Post Meeting note – LS contacted BT to discuss land registration and now agrees that QCPC can in fact prove that it holds title to the portion of the playing field held in trust. He has written to all councillors apologising for inadvertently providing misleading information. He has also asked each councillor who hadn't previously made their views public, whether the inaccurate information he inadvertently presented in November, influenced their personal decision not to support CB's motion to join the scheme. Each councillor replied that the information he provided had no bearing on their decision and that they were not prepared to give control of a village asset to a third party organisation with no guarantee of benefit to the community.*

*\*Added at the meeting held on 28<sup>th</sup> January 2013.*

#### **1212.08 Correspondence / Reports / Other matters requiring action.**

- a. SCC Local Choices Event – brief feedback from CB (Youth) and SM (Community Warden scheme). CB reported that although the session was useful, the clear message was that in future SCC would continue to provide guidance but would be unable to provide funding. SM reported that although initially he had been against the Community Warden scheme, after hearing from some parishes currently operating the 'Lengthsman' scheme, he was broadly supportive of the idea. There were concerns raised regarding setting up and running any scheme and further guidance is expected from SCC before a decision is made. ML added that Sparkford PC were actively considering the scheme and it may be worth contacting Karen Burke or Justin Crawford (Chair). BL added that South Cadbury were also showing interest. **AP LS to contact Sparkford and South Cadbury PCs.**
- b. Health and Wellbeing – PPC invited BL to outline his proposed scheme which he has asked QCPC to support. BL said that he had been approached by Dr Julian Hart with a request to fund two 'Syringe Drivers' which are used to support palliative care in the home. His request to involve QCPC was to make the donation tax efficient and he was very impressed with the speedy and positive response he had received. The two 'Syringe Drivers' will cost just over £2400 and will benefit many parishes as well as Queen Camel. AD commented that although very supportive of the idea he disliked making a decision to spend public money via email. PPC rebutted this view and explained that after consulting SALC and LS he had merely sought the views of councillors and that the decision would be made shortly by full council. LS assured AD that he would not have supported any decision to spend QCPC funds without asking the Chairman to call an extraordinary meeting. JP proposed accepting the generous donation from SCC and in turn purchasing the 'Syringe Drivers' which would be formally donated to the QC Heath Centre, seconded by DH and agreed ALL. **AP LS to place order on behalf of QCPC.**
- c. Community Council Oil scheme – AD asked for this item to be tabled to the January meeting to allow him time to gather information. **AP LS to table to Jan.**
- d. DH stated that he had reread the Came & Co. guidance and gave a brief report on where he leaves salt/grit for the public to use and suggested that despite the advice from our insurers, at times people just have to be sensible and take responsibility for themselves otherwise nothing would ever get done. All agreed.
- e. High Street Drains – LS reported that he had talked again with Scott Davies at the Choices event and again the previous Monday at his Mead Ave depot, and made it clear that QC requires an action plan from John Nicholson (Deputy Maintenance Manager) on what corrective actions SCC Highways intend taking in QC. *Post Meeting note John Nicholson is now asking to meet LS on site (DH has agreed to attend as lead Councillor).*
- f. A303 Western Gazette campaign – After some discussion it was proposed by BT that QCPC support this campaign, seconded CH, agreed by majority vote. **AP LS to write to the Western Gazette.**
- g. Youth & Community Groups Grants – CB / DH had looked at this scheme which appears to be designed to help existing youth groups, which unfortunately precludes QC. **No action.**

#### **1212.09 Planning.**

##### **New Applications –**

**12/03506/FUL – (Revised)** 1 Eyewell Cottages – single storey side extension. Updated cladding detail SM explained the revisions which were to the cladding of the extension. Councillors were minded to maintain their previous decision – **No Objection.**

## Updates

**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 at Area East on 12<sup>th</sup> December. No councillor was able to attend this meeting.**

### 1212.10 Financial Matters

- a. Interim balance check – signed off by RHC.
- b. To review latest budget/performance – LS briefly reviewed the current spend against budget, including a significant upside in the area of the Memorial Hall grant which probably be £800 - £1000 instead the £2000 previously agreed.
- c. Reduction in Tax Base – LS had secured an outline view from SSDC which showed an indicative reduction in the tax base (number of houses paying council tax) to 309.68 from 338.63. SSDC will formally decide on the level of central government grant 'pass-through' on 17<sup>th</sup> January 2013, after which QCPC can formally set its own precept. Council will have two options; (a) leave the precepted amount unchanged which will appear as an increase in council tax bills of approximately 1.6% or (b) leave the 2012/13 band D precept rate unchanged at £41.34 and absorb the shortfall in precept of approximately £207. LS recommended councillors consider the latter option.
- d. Budget 2013/14 – update on grant applications. PPC stated that as it was a bitterly cold night councillors having expressed a personal interest in aspect of budgetary discussion would be allowed to remain in the room but must refrain from joining in debate and abstain from voting. ML pointed out that at District, financial discussion involving third party accounts is carried out in 'closed session'. PPC asked if councillors were supportive of moving budgetary discussion to the end of the meeting when he would ask any members of the public to leave, all councillors agreed.
- e. Data Back-up storage – Councillors agreed to LS purchasing a 64GB USB storage device at an approximate cost of £14. **AP LS to obtain and back-up PC data.**
- f. Consider moving the January meeting to 28<sup>th</sup> January (as discussed in item 'c' above – all in favour.
- g. Cheques to approve –

Clerk's PC – Virus Guard renewal (half share with WCPC)	£8.69
Clerk's fixed expenses – July-Dec (5 months reduced by £10/month)	£167.50

LS explained that neither he nor the previous clerk had claimed fixed expenses for the 'dual running' period in July and he had reduced the IT expenses by £10/month which will in future be transferred into a computing contingency fund. PPC proposed authorisation, DB seconded and ALL agreed.

### 1212.11 Urgent Matters of Report- Post Agenda (At Chairman's discretion).

- a. Other Matters of report – none.
- b. Matters for future business – none.

**1212.12 Date of next Parish Council Meeting** – Monday 28<sup>th</sup> January 2013 at 7:30 pm in the Marples Room of the Memorial Hall (**note date change**).

*At this point PPC asked the remaining members of the public to leave and councillors resumed their discussion of 1212.10 d – Budget 2013/14.*

**1212.10 d (cont.)** LS explained that he wished to review the two large grant applications (there won't be an application from the Memorial Hall for 2013/14).

**PCC** – have requested an increased amount of £1458 for 2013/14 (£1392 in 2012/13). LS stated that the amounts requested seemed extremely high in comparison to the other parish where he is RFO where the PCC received no financial support from the PC and therefore, recommended that only the £150 towards the Camels Magazine be paid. After some debate DH proposed that the full grant request be paid to the PCC, namely £ 92 (Clock Maintenance), £1066 (Churchyard mowing),

£150 (Camels Magazine) and £150 (Floodlighting); Total £1458, seconded by CB and agreed by ALL.

**PFC** – The PFC have requested a total of £3410 in 2013/14. LS remarked that the accounts were not audited and questioned the high level of reserves (approx. £6000). CB explained future accounts would be audited and that the level of reserves shown at Dec 2011 was due to a mixture of having to ‘underwrite’ uninsured assets and works in progress where spend had flowed from year to year. Although he didn’t have the latest figures to hand he felt sure that the level of reserves had fallen. DB suggested that further discussion be deferred to the January 28<sup>th</sup> meeting and CB undertook to provide the accounts for the current year (ending Dec 2012), all agreed.

**Parish Groups** – Have asked for a total of £871, split; Communications - £130, Environment - £536, Neighbourhood Watch - £145 and General Expenses - £60. LS questioned the £60 for General Expenses which appears to duplicate a budgeted amount for Councillor expenses, but he would clarify this with RHC before the next meeting. **To be agreed at Jan meeting.**

**Other requests** – LS has received a request from Sparkford Copse Trust for a donation (unspecified amount) and had been asked previously by DH whether it was too late for Sparkford Scouts to request a donation as so many scouts actually live in QC? Both BT and DH declared their involvement with the Sparkford Scouts and undertook to get a formal request to LS before the next meeting. **To be finalised at Jan meeting.**

**Budget 2013/14** – LS then quickly stepped through each budget line explaining his rationale behind the amounts entered and undertook to provide an updated version of the budget before the next meeting.

LS suggested that the amount held in the ‘Youth Facilities; account (£10,945) be moved to a 12 month fixed account to obtain a higher rate of interest. This was agreed to be sound practice but councillors wished to debate the eventual use of this ‘fund’ and it was agreed to defer further discussion to January 28<sup>th</sup>.

**1212.13** There being no further business, PPC thanked everyone for attending and wished everyone a very happy Christmas before declaring the meeting closed at 22:30.

Signed.....  
Chairman  
Date 28<sup>th</sup> January 2013

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Clerk  
Date 28<sup>th</sup> January 2013