



# Queen Camel Parish Council

**MINUTES OF THE MEETING** of the **PARISH COUNCIL** held in  
the Marples Room, Memorial Hall on  
**Monday 9<sup>th</sup> November 2015 at 7.30pm**

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**Present:** Chairman **Angus Davidson (AD)**  
Councillors: **Chris Bennett (CB)** – as Acting Clerk  
**John Brendon (JB)**  
**John Carnegie (JC)**  
**Andrew Hoddinott (AH)**  
**Simon Thornewill (ST)**

**In Attendance:** County / District Councillor **Mike Lewis (ML)**  
Clerk **Helen Stonier**

Members of the public: 10

## 1. Welcome & Introduction

The Chairman welcomed Councillors and members of the public to the Meeting and formally introduced and welcomed Helen Stonier as the new Clerk.

## 2. Public Session

A comment was made about the number of large lorries passing through the village, particularly Perry's lorries; the number is increasing all the time and they are causing a lot of pollution and noise. The Chairman responded that Perry's lorries are allowed access through the village but acknowledged that there are other lorries which should not be using that route. Complaints have previously been made to the police, however they do not have the manpower to track lorries through the full length of the weight limit. A recent Speedwatch survey noted a high number of vehicles over the 7.5t limit. It was suggested that we consult with Marston Magna and come up with a plan. The Chairman agreed to approach Marston Magna to consider a way forward.

(meeting opened at 7:41pm)

**1115.01 Apologies** None

**1151.02 Declarations of interest**

AD, AH, CB declared an interest in agenda item 1115.10 3) - PFC Report.

**1115.03 Minutes of Meeting – 12<sup>th</sup> October 2015 & EPC 26<sup>th</sup> October 2015**

The Acting Clerk clarified that the Minutes to be signed contained the amendments requested by JB. The amended Minutes were confirmed as a true record, agreed by the meeting and signed by the Chairman. Proposed AD, seconded AH. **Agreed 5 - 0 - 1 (for - against - abstained)**

Input to Parish Magazine: It was clarified that Parish publications are currently put out by the acting Clerk and Chairman. Concern was expressed that mistakes could be made if the Council did not check input first. After discussion it was agreed that the Clerk should investigate the correct / suggested procedure as part of her training. In the meantime the Chairman agreed that any input from the November meeting be circulated before publication.

**1115.04 County and District Councillor's Report**

SCC are running an online public consultation on bus subsidies and routing, ML encouraged all residents to respond. It was suggested that the email be circulated to the Council, with details put in the parish magazine and on village noticeboards. SCC are in conversation with 19 other south west councils regarding possible collaboration, rumoured cuts in Government funding of 30% are possible in 2016.

SSDC are looking at collaborative working with Sedgemoor, discussions previously held with Mendip were no longer proceeding. A decision is expected before Christmas and would mean co-operation not amalgamation, within management and possibly services such as Streetscene

#### **1115.05 To Review Outstanding Actions**

**5.1 Green Lane** CB updated the meeting, he is planning a meeting with Diane Layzell at SSDC.

**5.2 Electrical testing of Phone box** CB advised, no further progress.

**5.2 Adoption of Discipline Policy** AH has not got the original Discipline Procedure but could get a template from SALC. CB suggested that AH approach Rosemary Heath-Coleman to see if she had an original copy. AH/RHC will liaise on this.

**5.4 Creation of Health and Safety Policy** JC advised that he has taken samples from internet templates to put a policy together. He will pass this to Councillors for approval. (Meeting closed 20.05). RHC asked that the HSP be circulated to all Parish groups for comment before approval. This was agreed. (Meeting opened at 20.07).

**5.5 ICO Registration** CB confirmed that this payment is an annual legal requirement.

#### **5.6 DCLG Transparency – action from October meeting**

The Acting Clerk reported that additional information is needed on the website. It was suggested that the new Clerk take responsibility for the Parish Council area of the website.

#### **1115.06 Police and Safety Matters**

The Acting Clerk read out the figures for September, 174 calls made to the Force Service Centre: 8 x anti-social behaviour, 24 x crime, 29 x General, 48 x public safety/welfare, 65 x transport. Recorded crime figures have not been updated since September. It was clarified that the figures given related to the whole of the Wincanton South rural beat and that more local data is available from the websites: [www.police.co.uk](http://www.police.co.uk) and [www.crime-statistics.co.uk](http://www.crime-statistics.co.uk). It was suggested that it would be helpful to have a more regular Police representation at meetings rather than relying on statistics. ST suggested writing to request a more regular Police attendance at meetings.

Proposed ST, seconded JB.

**Agreed 5 - 0 - 1**

#### **1115.07 Highway's Matters**

AH advised that there is a blocked drain half way up Camel Hill next to the field gate on the right.

#### **1115.08 Planning Applications**

##### **8.1 New applications**

**15/04480/FUL – Hazelgrove Preparatory School** Application to be passed with no comment.

Proposed CB, seconded AH

**Agreed 6 - 0 - 0**

**15/04481/FUL – Caigers Cottage, Church Path** Application to be passed with no comment.

Proposed AH, seconded JC

**Agreed 6 - 0 - 0**

**15/04824/FUL – Land at rear Banksia, Laurel Lane** This is a resubmission of application 14/04868/FUL, in order to regularise pre commencement conditions, the plans are identical to the previous application. ST noted that the development is in a Zone 2 flood assessment area and queried if building should be happening here. (meeting closed 20:22) A member of the public commented that the 'flood plans and maps are not accurate.' Another member of the public commented that he had recently enquired about building a residential property in the Zone 2 area, and was told by SSDC planners that permission would not be granted. JC commented that there is only a remote chance of flooding. ML suggested that the PC might like to approach the SSDC Planners to ask if they have advised the applicants of the consequences of building in a Zone 2 area. This action would ensure awareness and fulfil the PC obligations. (meeting opened 20:28)

ST proposed that the Council write to the Planning Department, seconded JB.

**Agreed 6 - 0 - 0**

##### **8.2 Updates received since last meeting**

**15/04448/FUL & 15/04449/LBC – Banksia, High Street**, no decision to date.

**15/04171/FUL – Wren Cottage, High Street**, application permitted.

**15/04333/LBC – Lantern Cottage, High Street**, no decision to date

**15/03941/FUL & 15/03940/LBC, Nightingale House, Englands Lane**, application permitted with conditions on materials and finishes.

**15/03631/FUL – Rectory Farm, West Camel Road** – application permitted with conditions: only to be used a holiday let, revised parking and entrance.

ML left at 20:31.

## 1115.09 Council Business – none

### 1115.10 Reports/Motions

#### 10.1 Reports from Councillors

- 1) Neighbourhood Plan – report on meeting of 9<sup>th</sup> November 2015. ST informed the Council on the decision of the NP meeting to put the Neighbourhood Plan ‘on hold’ and update the Community Plan. The reasons for this decision were outlined: the two main objectives of the NP (new school and affordable housing) having been achieved and the costs of proceeding with the NP. JB reiterated that a Community Plan would influence the SSDC Local Plan. ST will be producing Terms of Reference with RH-C and asked all Councillors to inform him or any specific ‘red-flag’ items they would like to see included. He stated that if he has not had a response within a week, he will assume no input. ST proposed that the Neighbourhood Plan was put ‘on hold,’ seconded CB **Agreed 6 - 0 - 0**  
After a prompt from the public, AH proposed that the PC write to SSDC to formally notify them of the decision on the NP and to thank them for their support, seconded JB. **Agreed 6 - 0 - 0**

#### 10.2 Parish Group Reports

- 1) Environment Group – report of meeting 21<sup>st</sup> September. This was acknowledged with no further comment.
- 2) Environment Group – CB explained his proposal that the EG be asked to consider a dedicated dog bin and a new litter bin, on route of the proposed upgraded footpath from The Glebe to the new school. Seconded JB. **Agreed 6 - 0 - 0**

#### 10.3 PFC Report – meeting 22<sup>nd</sup> October 2015

It was agreed that Councillors who were members of the PFC could participate in discussions but not in any proposal or actual vote.

- 1) PFC Lease - AH updated the PC on the 1954 Landlord and Tenant Act and the advice received regarding whether the playing field is protected under this Act. The advice was not conclusive, it is currently excluded in the lease. JB suggested deferring further discussion on this until the December meeting which would give 4 weeks to examine the paperwork, this was accepted by the Meeting.
- 2) Green Lane – AD read out a letter from the PFC, requesting that; the PC take ownership of status and boundaries issues, and take the lead in getting Green Lane resurfaced. CB suggested that these requests can only be progressed when the legal position is known, therefore these requests need to be deferred. See also item 5.1. The meeting accepted this suggestion.
- 3) Flood Committee - report from meeting on Wednesday 4<sup>th</sup> November 2015. The paperwork regarding this meeting was only received and circulated on 8<sup>th</sup> November. CB suggested deferring this item until the December meeting, to allow time to read the documents in more detail. The meeting accepted this suggestion.

#### 1115.11 Finance

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|---|-------|----------------|
| <b>11.1 Receipts – repayment of salary</b>                      |       | <b>£334.29</b> |
| <b>11.2 Payments – to be approved</b>                           |       |                |
| Cheque writing error/spoilt                                     | 01380 |                |
| QC PCC – printing for village Welcome Pack (Comms Group Budget) | 01381 | <b>£42.72</b>  |
| Rosemary Heath Coleman – paper (Comms Group Budget)             | 01382 | <b>£8.60</b>   |
| Information Commissioner, ICO annual registration               | 01383 | <b>£35.00</b>  |

The Acting Clerk/RFO asked for a single vote to cover the three items, with the cheques to be signed the following day. Proposed CB, seconded AH **Agreed 6 - 0 - 0**

**11.3 Banking** – Chairman to instruct the bank regarding payment of the new Clerk’s salary by standing order. Proposed CB, seconded AH. **Agreed 6 - 0 - 0**

**11.4 Banking** – to agree Accounts (Receipts and Payments) and PC Budget to the 30<sup>th</sup> September / end 2<sup>nd</sup> quarter 2015. Proposed AD, seconded AH. **Agreed 6 - 0 - 0**

#### 11.5 External Audit 2014-2015

Notice of the Conclusion of the External Audit is displayed on the Church Path noticeboard and will remain in place for 30 days. CB reported that so far, no one has asked to see the accounts.

**1115.12 Communications/Correspondence**

**12.1** RHC notes of 12<sup>th</sup> October 2015. These notes had been circulated to Councillors, ST that the points raised had been overtaken by events. RHC advised that she will check and advise accordingly. A request for a table at future meetings for Agendas, Minutes and Planning Applications available for the public was submitted.

**12.2** Upgrading footpath WN23/29. An email from NPS (Estates Management) on behalf of SCC was received on 26<sup>th</sup> October 2015 (circulated 5<sup>th</sup> November) regarding Public Footpath to the new school. IT was stated that PC is awaiting more details and a formal approach to the PC as landowners. ST suggested speaking to Derek Waddleton at County. It was stated that this needs to be approved quickly due to health and safety concerns. CB suggested the PC support the PFC who are seeking a fully detailed proposal from SCC.

**12.3** SCC Winter Services 2015-16 / collection of de-icing materials, hard copy received 10<sup>th</sup> October, CB will collect de-icing from SCC Depot in Yeovil on 21<sup>st</sup> Nov 2015,

**1115.13 Advance Notices**

**13.1** Yeovil Lantern Parade (Love Yeovil/SSDC) will be on Saturday 14<sup>th</sup> November @ 5.15pm, switch on of Christmas lights at 6.30pm. Notices regarding this event are displayed in the village.

**13.2** Council Tax Setting Town and Parish Workshop – 23<sup>rd</sup> November 16.00-17.30 @ Brympton Way, Yeovil. CB suggested that he and HS attend this briefing to assist with the budget preparation.

**1115.14 Matters for Report or Next Agenda** None

**1115.15 Date of Next Meeting**

This was confirmed by Acting Clerk and AD as Monday 14<sup>th</sup> December 2015 at 7.30pm.

**The Chairman thanked everyone for attending.**

**The meeting closed at 9.26pm**

Helen Stonier Clerk

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**Signed:** \_\_\_\_\_ **Date:** October 2015