



# Queen Camel Parish Council

**MINUTES OF THE MEETING** of the **PARISH COUNCIL** held in  
The Marples Room at the Memorial Hall on **Monday 11<sup>th</sup> July 2016** at **7.30pm**

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**Present:** Councillors **John Brendon (JB)** – Chairman  
**Chris Bennett (CB)**  
**John Carnegie (JC)**  
**Andrew Hoddinott (AH)**  
**Kate Oram (KO)**  
**Jo Pender-Cudlip (JPC)**  
**Terri Plummer (TP)**  
**Simon Stapely (SS)**  
**Simon Thornewill (ST)**

**In attendance:** **Patrick Pender-Cudlip (PPC)** - Clerk  
**Mike Lewis (ML)** - County and District Councillor

**15 members of the public**

## Procedural Items

- 1. Welcome and Introduction:** The Chairman welcomed Councillors and members of the public to the Meeting.
- 2. Public session:** A member of the public with an interest in the Camel Hill Farm planning application explained the thinking behind it and the measures being taken to minimize any adverse effects (see 06.0716 below). A member of the public with an interest in The Camelot public house explained the thinking behind the Sunday music afternoons, the public support they enjoyed, and the measures being taken to minimize the nuisance to neighbours (see 03.0716.3 below). A member of the Playing Field Committee (PFC) explained the request for Parish support for a ride-on mower which could become in effect an asset for the whole community (see 03.0716.11 below)
- 3.** No Councillors were absent.
- 4. Declarations of interest:** CB and AH declared interests in items relating to the Playing Field Committee (PFC) and the Heritage Trust (03.0716.11 and 04.0716.10). JC and CB declared an interest in the planning application for 31 The Glebe, as (respectively) the son-in-law and a close neighbour of the applicant (06.0716.6).
- 5. Vice-Chairman:** It was agreed to defer the election of a Vice-Chairman until the autumn.
- 6. Portfolios:** It was agreed to defer the assignment of unassigned portfolios until the autumn.

7. **Training:** It was noted that KO, JPC, TP & SS had attended a Councillor training course and PPC would be attending the second of three Clerk/RFO training courses, all organised by the Somerset Association of Local Councils (SALC).
8. **Minutes:** It was proposed and seconded that the minutes of the meeting held on the 13<sup>th</sup> June 2016 be confirmed as a true and accurate record. **Agreed 9-0-0**

[For-Against-Abstained]

It was proposed and seconded that the minutes of the meeting held on the 29<sup>th</sup> June 2016 be confirmed as a true and accurate record. **Agreed 8-0-0**

### **Business Items**

01 (0716) Police and Safety report: PCSO Thelma Mead is unwell and there was no police and safety report. **Clerk's note:** CB subsequently obtained crime figures of 2 crimes reported for Queen Camel in May and 32 crimes reported for the Wincanton rural south beat (which includes Queen Camel) in June.

02 (0716) **County & District Councillor's report:** In his capacity as County Councillor ML encouraged residents to attend Somerset County Council (SCC)'s *Listening, Learning, Changing* Roadshow at the Yeovil Show.

In his capacity as District Councillor ML reported that there had been 24 applications for the post of South Somerset District Council (SSDC) Chief Executive and that an appointment was expected to be made by 1<sup>st</sup> September. He also said that he and other Councillors had asked for an urgent review and reduction of housing numbers for South Somerset and added that where Neighbourhood Plans were in place the views and wishes of the local community had more weight in planning decisions.

03 (0716) **Incoming correspondence:** note was taken of emails and letters from members of the public, Council officers and others:

1. Email of 13<sup>th</sup> June from a resident re security of old school site (see 04.0716.1 below).
2. SCC (John Osman, Charlie Field), emails re sale of old school site (see 04.0716.1 below).
3. Emails from a resident about Councillors' conflicts of interest and about the Mildmay Arms' Sunday afternoon music sessions.
4. Emails from the PFC, SCC, their contractors and a member of the public about the footpath across the playing field.
5. Emails from SCC Highways and Queen Camel's Environment Group about planters on the triangle by the church (see 05.0716 below).
6. Emails from Scottish and Southern Electric about Green Lane hedge trimming.
7. A Speed Indicator Device report from SCC on the speed of traffic coming down into the village from Sparkford on the A359. SCC Highways are being asked to consider imposing a 40mph speed restriction between Sparkford and Queen Camel, to keep in place the 20mph restriction at the north end of the High Street and to impose a 20mph restriction along West Camel road between the junction with the A359 and the western end of South View (see 04.716. 8. below).

8. A report on SSDC's Rural Housing Action Plan consultation.
9. Acknowledgement from Grant Thornton of the Council's Annual Return.
10. A letter of thanks for the Parish Council grant from Camel Guides.
11. An email from the PFC about the purchase of a mowing machine. The PFC Chairman who was in attendance explained to Councillors that the PFC's gang mower could not reach all parts of the playing field and play area for which a smaller mower was needed. The PFC was asking the Parish Council to consider purchasing a suitable mower for the PFC which would also be available to mow other grassy areas used by the public. After a brief discussion in which Councillors showed support for the idea it was proposed and seconded that the PFC be invited to obtain details of a suitable mowing machine and submit a formal request.

**Agreed 7-0-0**

*Clerk's note: The PFC's old mower subsequently broke down making the purchase of a new mower a matter of urgency.*

**04 (0716) Outstanding actions:** matters previously discussed but unresolved were reviewed so that decisions could be made or resolutions tabled where appropriate.

1. **The Old School Site (OSS):** JB reported that after the Extraordinary Parish Council meeting on 29<sup>th</sup> June he had written to John Osman, Leader of SCC, about the widespread concern in Queen Camel about the haste and manner of the marketing of the site. Mr Osman had promptly agreed to postpone the sale until September when it would go ahead unless the Parish came up with a viable alternative. JB had arranged to meet Charlie Field, SCC's Corporate Property Estates manager, for an informal, fact-finding discussion.
2. **Village survey (questionnaires):** PPC submitted an interim report totaling the answers from around 140 Summary questionnaires returned in the first ten days of the survey. A substantial majority of respondents indicated that they would like to see the OSS used for the benefit of the community rather than sold.
3. **Online communications:** JPC reported that almost 80 Summary questionnaires had been submitted online in the first ten days of the survey and that as a result of the interest it had generated there had been a huge increase in the number of visits to the village website.
4. **Village planning:** With the Council back to full strength Councillors felt the time was right to resume work on the *Draft Neighbourhood Plan* which had been in abeyance since early 2015. It was proposed and seconded that Tim Cook (SSDC) be asked whether the 'Front Runner' funds originally allocated to support the Queen Camel Neighbourhood Plan would still be available.

**Agreed 9-0-0**

*Clerk's note: Tim Cook subsequently confirmed that this funding was still available.*

It was further proposed and seconded that Queen Camel's *Front Runner Steering Group* be revived under the leadership of Rosemary Heath-Coleman with TP and KO representing the Council so as to bring the *Draft Neighbourhood Plan* up to date with a view to continuing with

the Neighbourhood Plan process in the event of appropriate funding being available.

**Agreed 9-0-0**

5. **Litter bins:** Steve Millard reported that the SSDC's list of bins appeared correct. He and PPC would liaise in arranging the installation or replacement of bins previously agreed by the Council.
6. **Green lane boundaries:** CB would be consulting SCC's definitive rights of way map in Taunton in the hope of establishing the legal position.
7. **Electrical testing of phone box:** PPC would ask Jesse Spencer to carry out the testing as the Council had previously agreed.
8. **Speed limits:** PPC would contact SCC Highways about a 40 mph speed limit between Sparkford and Queen Camel and 20mph limits within Queen Camel (see 03.0716.7 above).
9. **Terms of reference of Parish Groups:** It was agreed to defer this matter until the autumn.
10. **The Heritage and Poores Trusts:** It was agreed to defer an examination of deeds and documents relating to these Trusts to the autumn. There was some discussion about whether it would be appropriate to ask the Heritage Trust to consider repairing the cobbled surface of Church Path, or whether it was worth first approaching SCC Highways. PPC would check whether Highways were prepared to repair the existing surface sympathetically or would want to use methods or materials which were less in keeping. He would also investigate drainage problems.
11. **Accounting software:** SS would look into whether a simple accounts package might be more cost-effective than the current system based on spreadsheets.

**05 (0716) Highways:** SCC Highways had confirmed to PPC that the Council could apply to have the planters on the triangle licensed as street furniture for £165 + legal fees of c.£350. JB urged that any such licence be so worded that changes of material and design would be permitted. It was proposed and seconded that PPC in conjunction with the Environment Group apply for such a licence. **Agreed 9-0-0**

**Clerk's note:** *SCC Highways subsequently confirmed that a licence could be worded to permit changes of materials and design, so long as these satisfied the applicable criteria, and also that additional items of street furniture could be applied for under the same licence although this might involve an increase in legal fees.*

#### **06 (0716) Planning Applications:**

New planning application

**16/02682/FUL Olway Cottage, High Street.** It was proposed and seconded that the two storey extension and rear conservatory, plus loft conversion and internal alterations were unexceptionable, but that in respect of the front porch it was desirable to keep the appearance of the front of the semi-detached building as symmetrical as possible.

**Agreed 9-0-0**

Councillors took the opportunity to question Ben Turner and JC about forthcoming planning applications (for Camel Farm quarry and 31 The Glebe respectively) in which they had an interest but the applications arrived too late to be placed on the Agenda so they were not put to the vote.

**07 (0716) Councillors' reports and motions:** none

**08 (0716) Other reports and motions:** none

**09 (0716) Clerk's report:** none

**10 (0716) Finance**

1. **Receipts:** None
2. **Payments made:** None other than as previously approved
3. **Payments to be approved:**

Memorial Hall	Hire of Marples Room (Oct-Nov 2015, Jan 2016)	£44.00
P.Pender-Cudlip	Clerk's salary	£362.70

**Agreed 9-0-0**

**4. Clerk's salary and PAYE:** It was agreed that the Clerk's salary be reviewed at the end of the three month probationary period and that he check with HMRC that appropriate PAYE arrangements are in place.

**5. Banking arrangements** – It was proposed and seconded that SS and ST be added as account signatories and that PPC be technically classed as a signatory for administrative reasons (so that bank statements could be addressed to him) although he would not sign cheques.

**Agreed 7-0-0**

**11 (0716) Advance Notices:** There would be an Extraordinary Parish Council Meeting on 21<sup>st</sup> July to consider two planning applications.

**12 (0716) Items for next month's Agenda:** none

**13 (0716) Matters arising post-Agenda:** SS suggested the Council look into the possibility of investing in the new (2016) edition of *Arnold Baker on Local Council Administration*, aka the 'yellow Bible'. **Clerk's note:** *PPC subsequently looked into this and formed the view that the changes to the previous (2013) edition (of which QCPC has a copy) are insufficient to justify the substantial expenditure.*

**14 (0716) Next meeting:** 7.30pm on 12<sup>th</sup> September, 2016 in The Marples Room

The meeting concluded at 10.03pm

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, sexual discrimination, marital status, and disability) Crime and Disorder, Health and Safety and Human Rights. Members are reminded that any significant interests over £25 must be registered.

**Signed:**

**John Brendon**  
Chairman

**Date: 4<sup>th</sup> August, 2016**