

CHISELBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 8th May 2019

Present: Mr R Brown, Mr A Pipe, Mr M Langdon, Dr R Bulley

In Attendance: Members of the public, Mr Mark Keating, Mr A. Vaughan, Mr M. Hamlin (Clerk)

- 1: **Election of Chairman and Deputy Chairman:** One nomination had been received for the office of Chairman, Cllr R. Bulley who was prepared to serve. It was proposed by Cllr Brown, seconded by Cllr Pipe and the motion was carried.
One nomination had been received for the office of Deputy Chairman, Cllr Buckmaster who in her absence had signified her willingness to serve. It was proposed by Cllr Bulley, seconded by Cllr Langdon and the motion was carried.
- 2: **Declarations of Acceptance of Office:** Declarations of acceptance of office were received from the four Councillors in attendance and from Cllr Bulley accepting the office of Chairman. Cllr Buckmaster who was absent, had undertaken to deliver her acceptance of office as Councillor and Deputy Chairman to the Clerk within the statutory 28-day period. Cllr Bulley Thanked Cllr Brown for his Chairmanship over the previous year and for all the work he had done for the benefit of the village. Cllr Bulley thanked other parties and briefly outlined the future trajectory of the Council (See Appendix 1).
- 3: **Apologies for absence:** Cllr Buckmaster.
- 4: **Declarations of Interest:** Cllr Bulley, Church as PCC member.
- 5: **Public Forum:** None.
- 6: **Minutes of the meeting:** Held on: 10th April
These were agreed and signed, proposed by Cllr Brown, seconded by Cllr Langdon.
Matters arising under:
- 2017.07.16 Cllr Pipe had emailed Highways regarding the missing road markings and copied Mark Keating in. Reply awaited, Cllr Pipe to chase.
- 2018.11.15.2 Cllr Brown had received communication from County Highways advising that the new budget had been received and included in that was money for maximum width signs for Fairplace and East Street and signs at each end. Hopefully would be completed within 3 months. Cllr Brown to monitor progress. John Ball queried whether Somerset Waste Partnership had changed their procedures or had employed a new driver, over the last 3 wheelie bin collections, the driver had taken to driving up the marrow road past Beverly House and Cartref getting perilously close to the properties. Clerk to investigate. Clare Freeman gave contact details for which she was thanked.
- 2018.11.15.3 It was hoped that Cllr Pipe and The Clerk would look at incorporating a calendar facility on to the village website over the summer period.
- 7: **District Councillor's Report: Anthony Vaughan** The Chairman congratulated Dist Cllr Vaughan on his election and welcomed him to Chiselborough Parish Council. Dist Cllr Vaughan wished to place on record his thanks to Dist Cllr Pallister for all the help that he had given to Chiselborough over his 20 years as District Councillor. Cllr Vaughan was committed to ensuring that Chiselborough received the same level of representation at District level. His report was available on the village website along with his contact details and he was happy to be contacted. Transformation had been impacted by the election and by the receipt of Council tax bills but response times would be better now that these matters were drawing to a close. Cllr Vaughan's first full District Council meeting would be on 21 May so he would have a more

AP/Clerk

comprehensive report next month. He would have a handover with Rick before then. Cllr Vaughan reminded the meeting that due to the forthcoming Euro Elections, purdah restrictions were still in place.

- 8: **County Councillor's Report: Mark Keating** Cnty Cllr Keating had submitted a written report which had been circulated to the Parish Council and also posted on the website. Cllr Keating highlighted the work that was being done with dementia care and also with young carers. Noted that currently active engagement is with only 150 carers county wide. Estimates are that there are nearer to 1750 young carers. The service was being redesigned and there was a new venue. The challenge was to reach out to more of the young carers and offer support. Over the next 2 years improvements would be made to the M5 Junction at Taunton. Cllr Keating drew attention to details on his report of an email service that people who used the junction could sign up to which would alert them to delays.
- 9: **Planning: Richard Brown** Cllr Brown had contacted the Planning Officer to enquire if there had been any developments on Honey Barn but had received no response. Prima facia it appeared that steps were being taken to comply with the planning requirements, which would be necessary before the property could be occupied. There were no new planning applications for the Parish Council to consider.
- 10: **Car Parking on the Common:** The Common Parking document presented at the April meeting had been circulated to the mailing list with the minutes. It was also available on the Noticeboard section of the village website. To date no responses had been received from common-side dwellers who could produce evidence of permissions to park. The Clerk had requested a copy of the definitive map of the common from the Rights of Way Office, Somerset County Council, and a response was awaited.
11. **Defibrillator:** The Clerk presented a completed order form which set out the details of the defibrillator chosen by the Council and the cabinet, it included subscription to Village Emergency Telephone System and requested Community Heartbeat Trust to arrange installation in the disused telephone box. Cllr Brown who had agreed to lead on installation, signed the order and the Clerk would ensure it was sent off. Next steps would be installation and then arrangements for a public meeting for the whole village to learn about the defibrillator and VETS.
- 12: **County Council Farm Land Sub-Committee Update:** A map and lease was awaited from Charlie Field of Somerset County Council. No communication had been received since early April. Cnty Councillor Keating agreed to raise the matter with Charlie Field and asked for a copy of the latest emails.
- 13: **Risk assessments – Progress with Risk Assessments of assets and Burr ridge Copse.** Cllr Pipe advised that the schedule of risk assessments for the Parish Council as an entity and of the assets, had been prepared and circulated to the Parish Council. This contained information on the current condition of the assets and action needed to look after them. Once the Parish Council had had a chance to review and comment, the schedule would be placed on the website and also submitted with the internal audit. Burr ridge Copse assessment was the last major risk assessment to be done and was awaited by Bill Ayers of Ayers Forestry. Thanks were expressed to Cllr Pipe for all the hard work that had gone into conducting, arranging and writing up the risk assessments.
14. **Community Land Trust:** A picnic for volunteers would take place on 26 June outside the Norton Village Hall. The Chairman Francesca was undertaking training to be an alcohol licence holder for the shop and

the hall. Year end accounts showed a 1% increase in turnover but awaiting stock take before finalised and expecting the end result to be mainly static. The living wage would impact to the extent of £2,000 a year so still challenging. All local citizens encouraged to use the Post Office whenever they can as this will help to keep it open for the community for longer. The new Deputy Manager, Cheryl was doing well. The CLT held a conference for housing professionals being an exemplar community land trust and this had been well received and it was possible the CLT could receive some royalties from Wessex Community Assets.

15:

Finance:

15.1

The Chairman signed the exemption from a Limited Assurance Review by the external auditor for the accounts for 2018/19. Chiselborough Parish Council were below the limits for income and expenditure above which a Limited Assurance Review was compulsory (£25,000), were not under any special measures, and the Parish Council did not feel that a voluntary Limited Assurance review was necessary. The Clerk would prepare all the accounts ready to be passed to the internal auditor (Mr Michael Kerr).

15.2

It was resolved to pay the sum of £85.34 to Somerset Association of Local Councils being the affiliation fees for 2019/20.

16:

Reports:

Ranger: Cllr Langdon had reported during the annual meeting that arrangements would need to be made for the Ranger to dig out some grids particularly along Norton Road which had become clogged. He thanked the Common Working Party who had kept the grids up there clear meaning less chance of flooding and not needing to employ the Ranger.

Highways: nothing to report.

Parish Land: Dexter cows and black welsh sheep continued to graze the parish land and thanks were expressed to Paul Chick for his stock proofing. As stated above, the lease was awaited from SCC for the fields that CPC were going to lease.

Common: The sheep had done a good job grazing the common. They were now gone. Most of the fence had come down, but still some fencing on the lower common. Stuart had done a good job trimming the bracken and nettles and around the benches.

Burridge Copse: Cllr Pipe advised that he would be drawing up some guidelines for the scouts as to the parameters for working at Burridge Copse. Cllr Langdon who was expert in matters of Health and Safety, would provide input on this aspect.

Rights of Way: Nothing further to report, as reported earlier Cllr Pipe would be following up the outstanding Rights of Way issues (broken finger posts and the surface at Hempalong) now that the new budget was in).

17:

Correspondence: None

18:

Points for New Business: None

The next meeting will be held at 7.30pm on Wednesday 12th June 2019 at 7:30pm

Signed _____

Date _____

Appendix 1

Address to 8 5 2019 by New Chairman Roger Bulley

Many Thanks to Richard Brown for chairing the Chiselborough Parish Council over the last four Years. He continues as a member with a portfolio and can provide a legacy of advice especially on Planning and chairmanship.

He has guided the council through some main organisational issues:

- a) Stability of our now professional parish clerk.
- b) Data protection compliance.
- c) Updated Standing Orders for meetings.
- d) Risk assessments and documentation.
- e) Guidance of public participation in Council meetings.
- f) The concept of portfolio working of council members.

The Council has now hopefully improved its Communication channels

to Somerset County Council (with Mark Keating)

and South Somerset District Councils (with Ric Pallister and newly elected Anthony Vaughan)

and also links with Somerset Association of Local Councils.

THE FUTURE

This will involve all previous counsellors and our hard-working Clerk Martyn Hamlin.

I welcome Mrs Jennifer Buckmaster as the Newly elected Vice Chair who is willing to stand in if I am committed elsewhere.

I look forward to working with Jennifer Richard Adrian Mervyn and Martyn as we move forward to represent our community and our villagers in Chiselborough.

COMMUNICATION

If anyone has any burning issues or discussion points for the monthly Public Forum please contact

MARTYN Hamlin

Clerk of CPC

by Email: chiselboroughparishcouncil@gmail.com

or Telephone 01935881437 /Details on Website

NEW and Ongoing Items to consider with Villager involvement

- a) The possibility of rewriting the Village Plan
- b) The Commissioning of the new Defibrillator and involvement of a new Voluntary Emergency Telephone scheme (VETS)
- c) Completion of Leasing of County Farms Land from Somerset County Council for the future of the generations to come.
- d) Ongoing Maintenance of Burr ridge copse and the Common.

WE all look forward to serving you all in the future to the best of our abilities as voluntary elected parish counsellors

Finally, I should like to thank Richard Jen Adrian and Mervyn and Martyn for all their hard work for the village over the previous term of office and look forward to discussing with them their future portfolios

Roger Bulley

8 5 2019