

CHISELBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 13th November 2019

Present: Mr A Pipe, Mr M Langdon, Mrs J Buckmaster, Dr R Bulley
In Attendance: Members of the public, Mr Mark Keating, Mr A. Vaughan, Mr M. Hamlin (Clerk)

- 1: **Apologies for absence:** Mr R. Brown
2: **Declarations of Interest:** Dr R. Bulley Parochial Church Council
3: **Public Forum:** None
4: **Minutes of the meeting:** Held on 9th October 2019. These were agreed and signed, proposed by Cllr Pipe, seconded by Cllr Langdon.
- Matters arising under:**
- 2017.07.16 Road Markings. The Chairman read a two-part statement. Part one which was proposed by Cllr Buckmaster, seconded by Cllr Pipe, resolved to introduce a new communications policy approving defined portfolio areas of work to named councillors, with all communications going through, or being copied to, the clerk for record keeping purposes. Communications with partners and agencies to be copied to the clerk, and the clerk to be responsible for the communication of all decisions made by resolution of the Council to the appropriate third parties.
The second part of the statement comprised a corporate apology to Gary Warren of Somerset County Highways, Cnty Cllr Mark Keating and Villager Brian Wickins for recent poor communication issues and arrangements.
- 2018.11.15.2 Large delivery vehicles Garry Warren of Somerset County Highways had advised in an email dated 11th November that the work order to change the sign from 2.5 to 2.2 metres was with contractors and he continued to press for completion of the work.
- 2018.11.15.3 Calendar/
welcome pack
Water Drainage from Common. The clerk advised that work was ongoing, the immediate issue being the sourcing of suitable software to run the on-line calendar the current version whilst operational was limited in capacity.
Following the site visit from Lee of SCC Highways on 9 October, Cllr Langdon advised that he had consulted SSDC who had agreed to come out and inspect the attenuation pool at the top of the common and the grips along New Road. Cllr Langdon would follow this up with SSDC. DistCllr Vaughan requested that he be copied into email correspondence and advised that he would assist if CPC were not happy with the outcome of the site meeting. Full report to be made at the next meeting. CntyCllr Keating suggested that help would be available from County, contact would be Andy Lambert, to put a flood plan in place and possibly help with flood equipment.
- 2019.09.14 Broken Finger post. Cllr Pipe advised that the new untreated post was near completion and he expected to be able to collect it any day. Les Brounton of Rights of Way was sending a new plain post to Ian Hodge. So, completion expected shortly.
- 2019.09.15 Tree policy/tree warden Cllr Bulley advised that recent archiving brought to light that the village had had tree wardens. Following the reimagining the levels meeting and the draft tree policy provided at that meeting, the Parish Council could consider adopting a tree policy and appointing a warden. The post could be advertised on the website and notice board. Mr Ian Hodge reported that the last tree warden was Mr Hopping and agreed to approach him verbally to find out if he would take on the role again. To be discussed next meeting.
- 2019.09.15 Steps were ongoing in archiving paperwork and records. Minutes

**AP/Cllr &
Cllr Pipe**

**AP/Cllr
Langdon**

AP/Cllr Pipe

- Archiving and filing were now held back to 1976 mainly at Somerset Heritage Centre. Old records were being looked at and relevant material with Councillor Portfolio holders. Cllr Langdon would take responsibility for all Highways issues as well as overseeing the Ranger activities. Cllrs Buckmaster and Bulley looking at Common and Common Land. Cllr Pipe responsible for Rights of Way issues. It was suggested that Cllr Pipe might put on a short presentation in the Village Hall to advise people about all the footpaths within the boundary and also demonstrate SCC ROAM which is a computer application showing all the rights of way and also being a medium to report issues to SCC Rights of Way Authority. Cllr Brown would continue to lead on planning issues,
- 2019.10.16
Cars blocking Post Box Following communication from a villager regarding difficulties encountered when cars had been parked right beside the post box making it impossible to post a letter, the situation had been regularly monitored over the previous month. No incidents of post box blocking had been noted, including monitoring during periods when funerals took place which had brought large numbers of cars into the village. Accordingly, it was decided to continue to monitor the situation but take no action now.
- 2019.10.15
Resurfacing request A request had been received to partially resurface the track leading to Sue Hassell's property on the lower part of the common. A site visit had been arranged for 15th November at 2:00pm. Cllr Buckmaster and Cllr Brown or in his absence Cllr Bulley.
- 2019.10.16 Cllrs Pipe and Buckmaster attended a presentation by SALC on digital mapping. A system where information can be assembled in one place, enabling the public to have free access to it and making it easy to find information readily. The software would cost £50 + VAT annually. Noted that one insurance company provides it free to policy holders. The initial set-up would be a major project and the platform would need to be monitored and kept up to date. C.Cllr Keating advised that we speak to Bryn Andrews at West Coker who is knowledgeable about using google earth which is a free resource and has the functionality to overlay information in a similar way. Agreed to discuss at next meeting.
- 5: **District Councillor's Report: Anthony Vaughan** D Cllr Vaughan updated the meeting with feedback about planning applications and plans being sent to the Parish Council. SSDC have a policy to reduce the amount of paper they produce, and the intention was that paper notifications to Parish Councils would cease. All documents and plans are available on the SSDC website to view and download. The obligation to notify near neighbours of planning applications was not affected. Noted that citizens have reported difficulties in setting up alerts on the planning portal of the website. SSDC were aware of the difficulties currently being experienced to contact the Council and were working hard to improve it. Cllr Vaughan advised that he did feedback the concerns of Parish Councils to full meetings and would advise of the concerns over the cessation of paper plans and the difficulty navigating the web site. Noted that there is provision on the SSDC website to report fly tipping. Avon & Somerset Police had advised that Yeovil Police Station would not be closing, and they were recruiting for new police officers. The Councils Environmental Strategy and goals would appear on every agenda of the Council
- 6: **County Councillor's Report: Mark Keating** C.Cllr Keating advised that he had intended to talk about the future for Somerset, but Purdah restrictions precluded him from doing so. He reiterated that he would be willing to assist where possible with the flooding issue.

- 7: **Planning: Richard Brown** One planning application had been received that day, an extension to form a store on the Village Hall. The deadline for comments was 2nd December and the Parish Council would be looking at the plans and raise any relevant issues.
- 8: **Car Parking on the Common:** The Chairman referred to the full statement made on 13th April 2019 which set out the position of the Council regarding ongoing parking on the common. This remained the position and it would not be aired any further now.
- 9: **Defibrillator / VETS Seminar / Phone Box painting / Map.** The VETS seminar for volunteers would be on 27th November. Small scale village maps would be brought to the meeting to give to each volunteer. The bus shelter map had been printed and laminated and it was hoped to position it shortly. Thanks to Brian and Ian for their work on the bus shelter map. Query as to the suitability of phones fitted with a call screening system would be raised with CHT on the night. Cllr Brown had undertaken to obtain 2 quotes for painting the phone box prior to his incapacitation. Clerk to check with him current position. **AP/Clerk**
- 10: **Community Land Trust:** Christmas orders were now being taken in the shop. The land behind Minchingtons Close where the solar array will hopefully go will be cut. The CLT web page on the shop's website would be given more prominence to reflect the contribution made by the trust and make it more visible.
11. **Finance:**
- 11.1 Invoice for £300 for J.A Stewart Tree Surgery for Burr ridge copse work.
- 11.2 Invoice for £271.71 for tools for the common
- 11.3 Invoice for £290.00 for CHT, VETS set up & rental and the seminar.
- 11.4 Invoice for £36.00 for membership of CPRE
- 11.5 Invoice for £20.00 for SALC Digital Mapping Seminar
It was proposed by Cllr Pipe, seconded by Cllr Buckmaster, and resolved that the 5 invoices be paid.
12. **Reports: Ranger:** Cllr Langdon reported that his ranger contact John Brown would be coming out to see what work was required. Noted that the grips along Old Road and Norton Road need to be cleared, the leaflet giving details of the ranger services was referred to. Noted that the charge for the ranger is £19.50 an hour but this is very good value for money having regard to the qualifications and experience of the rangers, agreed that once the visit by John Brown had been done a workplan would be formalised. **AP/Cllr Langdon follow up visit**
- Highways:** C.Cllr Keating advised that potholes should be reported using the report feature on SCC website. Cllr Langdon would continue to email Lee which would log reports on the system sending back a timeline receipt. Flooding issues to be reported to County with C.Cllr Keating copied in. The drain suckage lorry had cleared the gully's 6 weeks previously this was on a 2-year cycle. Anything needing clearing out of cycle, contact on C.Cllr Keating's contact list. There would be a charge of £15.00 but this would be best value for money. Cllr Langdon reported that the grit bins would be filled within the next few weeks. Cat Head Cross was being investigated by Cllr Langdon this being a particularly dangerous crossing. C.Cllr Keating advised he would happily assist in discussions on improvement measures. **AP/Cllr Langdon**
- Parish Land:** Nothing new to report.
- Common:** Cllr Buckmaster thanked Stuart Wright for arranging the hedge laying day on 11th November which was very successful with people being shown how to hedge lay and lots of volunteers to clear the debris. Half of the hedge on the top common was laid. Thanks

to all who were involved. A letter was sent to Waitrose to thank them for the grant of £356 who sent a representative on the day who stayed and helped and was very impressed. A future day would be arranged to do the remaining half of the hedge. There was a lot of dead wood in the hedge and the working party are looking at obtaining trees to improve the tree canopy. There was a balance of £8.00 left after expenses from donations to go into the Common Fund. The bramble cut was still awaited by Paulls Agriculture. A report was read giving details of the glow worm siting's over the year. Agreed that the current care plan was working well for preserving wildlife and would need to be continued, the common being a very special area. Further ways of raising funds to maintain the common would be considered. Cllr Buckmaster would liaise with Mr O'Neil about storage of the recently purchased tools in the church shed and obtaining a key for the Parish Council to ensure access.

**AP/Cllr
Buckmaster**

Burridge Copse: Cllr Pipe reported that Mr Scammels of Wessex Scout Group had advised that he was tied up with personal problems and that in due course he would consult with other scout leaders to ascertain if the group wished to continue the partnership with CPC on Burridge copse, no reply had been received to a follow up reminder. It was agreed that the clerk would email him again to ask for an update and Cllr Pipe would contact SSDC, it having been stated at a recent cluster meeting attended by Cllr Buckmaster that they assist with maintaining woodland. Noted that historically another scout group led by Bridget Dollard used to camp at the copse and CPC are keen for this to continue.

**AP/ Clerk
and Cllr
Pipe**

Rights of Way Footpaths: Cllr Pipe advised that he had ensured that all the unregistered paths leading down from the Common on to Fairplace had been submitted for adoption as rights of way footpaths. The cut off for registration was 2026 but all Chiselborough historic unadopted paths had been submitted with evidence of use necessary for successful adoption. Cllr Pipe agreed to visit the path between Chiselborough and Norton which had been closed for 6 months up to 31/10/19, as it was not clear whether the remedial work had been done or not, C.Cllr Keating advised he would assist if there were unresolved problems. It was reported that the work taking place adjacent to the A356 on the Chiselborough/Norton boundary was in connection with the sewerage system.

AP/Cllr Pipe

13. **Correspondence:** None

14. **Points for New Business:** Noted that Chiselborough had that day experience very much reduced water pressure which was being investigated by Wessex Water. The Chairman advised that consideration would be given provisionally earmarked for the spring, of resurrecting the Chiselborough Local History Society as a means of looking after our history for future generations.

**AP/Cllr
Bulley**

The next meeting will be held at 7.30pm on Wednesday 11th December 2019

Signed _____

Date _____