

# CHISELBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on 13<sup>th</sup> March 2019

Present: Mr R Brown, Mr A Pipe, Mr M Langdon, Mrs J Buckmaster.

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

1: **Apologies for absence:** Dr R. Bulley

2: **Declarations of Interest:** None

3: **Public Forum:** None.

4: **Minutes of the meeting:** Held on: 13<sup>th</sup> February.

After amending Budd Knapp to read Bugg Knap on line 2 of Agenda Item 15, Highways, these were agreed and signed. Proposed by Cllr Pipe, seconded by Cllr Langdon.

## **Matters arising under:**

2017.07.16 Some of the road markings had been done but there were still some important ones missing, being the marking near the triangle at the top of Skillgate Lane, and the lower slow marking approaching Cat Head Cross. Cllr Pipe to raise with Garry Warren Highways.

2018.11.15.1 No communication has been received from the householder at Pibditch. Cllr Pipe agreed to phone him.

2018.11.15.2 County Highways had done some work to help with the problem of the large delivery vehicles in East Street and Fairplace. They had painted lines to mark the position of where the road sweeps round from the common. It was hoped that money would be available from April to install maximum width signs at each end. Highways were also considering a different classification of the roads to prevent them showing up on sat navs. It was agreed that when Somerset Highways advised that funding was available, Gary Warren would be asked if it would be possible to have a No Left Turn sign at the junction by Beverly House where large vehicles were getting stuck.

2018.11.15.3 Work to improve the flexibility of the website and also possibly changing it to a new platform was ongoing by Cllr Pipe and the Clerk.

5. **Parish Council Election Information (Clerk).** The Clerk outlined the information about the forthcoming formation of a new Parish Council. Forms were available from the Clerk. Key dates: 18<sup>th</sup> March nominations accepted. 3<sup>rd</sup> April last date for nominations to be delivered to the Council Offices at Brympton Way. Publicity would be given to the election so that as many people in the village as possible would have the information and be able to consider standing for election to the Parish Council.

6: **District Councillor's Report: Ric Pallister** transformation was progressing, there were some problems particularly with planning, but measures were being put in place to help. The investments the Council had made were performing well and they were on track to complete their objective of filling the revenue gap and delivering services with no cuts. Cllr Pallister outlined details of new investments being made and advised that the battery storage facility was about to go live and was by far the best investment the Council had made. Cllr Pallister outlined details of a planning application that had been made just across the border at Hollowell Hill West Chinnock. This was an application for a barn and large polytunnels along the strip lynchets along the ridge of the hill which would have significant impact to the ridge and be visible from miles around. Having regard to the severity of the impact, Cllr Pallister was of the opinion that Chiselborough Parish Council should see it and have the opportunity to comment. Clerk to arrange for the application to be circulated to the Parish Council.

**AP/Cllr  
Pipe**

**AP/Cllr  
Pipe  
RBR**

**RBR/Clerk**

- 7: **County Councillor's Report: Mark Keating** Steps taken at County to address their deficit were paying off and they were on track to balance their budget for this and the next 2 years. They would continue to lobby government for more funding for Somerset. Cllr Keating advised that he would try and find out what was happening about the lease of the SCC fields to the village, but assured the Parish Council that even if nothing happened before 31<sup>st</sup> March when the current lease expired there would be no question of any change from what had been agreed. Grass verge cutting (other than essential visibility cuts) would be unlikely to take place before August, so if the Parish Council could facilitate cutting of verges early that would be of great benefit. The flooding issue on the road approaching the A356 appeared to have been resolved following work from both Somerset County Council and from the landowner. Exploratory consideration was being given to the possibility of a Special Educational Needs School being provided in South Somerset. Legislation was going through parliament which would make the Rivers Authority a formal precepting authority which would give more latitude locally to what could be done and a much greater say in what happened.
- 8: **Planning: Richard Brown**  
Honey Barn Update: Cllr Pallister reported on 3 issues he had undertaken to take up with the Planning Officer. The Air Source Heat Pump. The Planning Officer had stated that she was satisfied that the pump position did not contravene planning rules. Cllr Pallister agreed to obtain further clarification after queries from the floor with regard to the rules on distance from boundaries as the understanding was that it was too close to the boundary with the exchange. The Chairman reiterated concerns from near neighbours that in its elevated position it would emit audible noise which would carry across to neighbouring properties and it should be moved further back and away from the boundary wall.  
With regard to the boundary wall being high enough to conceal the bottom floor and the door not being in keeping with the other houses, the Planning Officer advised that she would insist that the property is completed in accordance with the plans. The builder had agreed that the black steps that had appeared would be changed to ham stone in accordance with the plans.  
The landscaping scheme would also need to be completed and signed off before the property could be sold.
- 9: **Car Parking on the Common:** A draft statement had been prepared which would need further work before it was completed. This set out the rules as to parking on common land and interpretation as to Chiselborough Common. The Parish Council legally was unable to grant permission to park on common land. However, it recognised that some of the arrangements were long standing (some pre-dating the 1976 legislation which now governs common land), and should be respected. The Parish Council had a duty to take action against new or more recent cases of illegal parking or encroachment, and these would not be tolerated in order that the Parish Council safeguard the common land which was its legal responsibility. It was hoped that the statement would be finished in time for the April meeting.
- 10: **Defibrillator:** A meeting took place with a representative from Community Heartbeat Trust on 18<sup>th</sup> February. Details had been provided of the apparatus that they provide, and also details of a managed scheme which is provided to Parish and Community Councils. This scheme which appeared cost effective, ensures that the provision of the defibrillator is correctly carried out and removes from the Parish Council the burden of public liability and general

insurance, at the same time making sure that all the correct permissions are in place and proper liaison with the ambulance service. Provisional set up costs under the managed scheme would be £2,100. Information was also provided as to the Community Heartbeat Trust, Village Emergency Telephone System (VETS), which could obviate the need for second and third defibrillators. This is a self-help system which enables people who are dealing with emergencies to get help quickly from volunteers within the village using one telephone number. It was hoped that a final decision would be made before the May meeting. The Clerk was asked to request a formal quotation from CHT.

**ALL/Clerk**

- 11: **County Council Farm Land Sub-Committee Update:** No information had been received from Somerset County Council for three months and Cllr Keating was going to follow it up (agenda item 7). The proposition was that the lease of the fields would be transferred to the Parish Council from Somerset County Council giving the Parish Council more time to plan for the longer term and to ensure that the interests of the village were safeguarded.

- 12: **Risk Assessments – Progress with Risk Assessment of assets and Burridge Copse:** Cllr Pipe had met with Graham Wheeler who had recommended Bill Ayers of Ayers Forestry who was qualified to provide a full risk assessment as required. He had met Cllr pipe on site on 12<sup>th</sup> March after Cllr Pipe had provided him with a digital map of the copse. Mr Ayers offered a service whereby he would walk the boundary and plot on the digital map the status of individual trees. He would then produce a Risk Assessment report cross referenced to the digital map which could be produced to the insurers in the event of a claim. Mr Ayers had already identified 2 trees along the road which in his opinion would need to come down, one having cankers and the other was tilting at a 45-degree angle due to root soil erosion. There was a branch above the bridleway which was suspended being held in place by other branches and this would need to come down. The cost to walk the boundaries and assess the trees, plus walk the open spaces within the wood where people would likely walk, (not the overgrown areas where people would be unlikely to walk) would be £250.00. This would be for a report that would satisfy the requirements of the Landowners Act which holds the landowner responsible for the boundaries and any areas where access to the public is allowed. Once the report was received the Parish Council would be informed of the work that was required to ensure public safety. Mr Ayers had advised that a full report would be required 4 yearly with the Parish Council carrying out an assessment 2 yearly, drawing attention of any suspect trees to a qualified person for advice, and with vigilant monitoring using the digital map and tree status maintained throughout. It was hoped that once the suspect trees had been removed and corrective action taken that ongoing costs would be containable.

Cllr Pipe had inspected the lawn mowers kept in the Churchyard shed. There were 2 mowers there which Cllr Pipe had been advised were both recently serviced. A Hayter mower which Cllr Pipe inspected and to the untrained eye appeared in good condition. The other mower an Allens mower, appeared in even better order and looked as though it had recently been fitted with a new Briggs and Stratton engine.

**AP/Cllr  
Pipe.**

Cllr Pipe was now in a position to finish the assets risk assessment form and would circulate it to the Parish Council.

- 13: **Community Land Trust:** The shop was making a small profit and holding its own. The Post Office was loss making due to the wage bill.

The CLT would keep the Post Office going as long as possible as a public service. Funding would be sought for the solar array which would hopefully bring in some income to ease the finances. Overall the business was loss making, but currently share capital was sufficient to ensure survival for the medium term.

14: **Finance:**

14.1 It was resolved to pay £390.20 to the clerk wages and expenses, £92.00 HMRC for tax deducted from wages.

14.2 The Parish Council had reviewed the expenditure to 28<sup>th</sup> February against the budget for 2018/19, expenditure was running at 58%. Projection to year end showed estimated expenditure of 93%. Accordingly, the Parish Council were satisfied that, barring unforeseen expenditure, the Council were on track to finish the year within budget.

Bank statements to 28 February and the Cash Book to 28 February had been circulated and the Parish Council were satisfied that they balanced. Reserves were appropriate to cover any foreseeable contingency. The Parish Council were satisfied that appropriate records were being kept, that documentation was up to date and financial regulations complied with. The Council were satisfied that adequate arrangements were being made to manage risks to achieving its objectives and that asset registers were being properly maintained. The Parish Council were satisfied that PAYE requirements were properly followed. The Parish Council were satisfied that the accounting statements were prepared on the correct basis and that they were supported by an adequate audit trail.

14.3 It was Proposed by Cllr Pipe, seconded by Cllr Buckmaster with all in favour that it be resolved to pay donations of: Chiselborough Village Hall £250.00, Churchyard Maintenance £250.00, Parish Magazine £200.00, South Somerset CAB £50.00.

15: **Reports:**

**Ranger:** The Ranger had not been used in March and there was nothing to report.

**Highways:** Up to date apart from road markings. Cllr Langdon had been advised that no new work would be undertaken until the new financial year.

**Parish Land:** Nothing to report.

**Common:** Bird and Bat boxes made by Stafford Craig had been installed. The Dawn Chorus Walk would take place on 6<sup>th</sup> April. Please no dogs as they could disturb the birds. The electric fence would need to go up over the next week. Volunteers to be sought once a date agreed.

**Burridge Copse:** Covered under agenda item 12.

**Rights of Way:** Cllr Pipe advised that he continued to monitor the outstanding issues but that he did not expect any progress until the new financial year. It was reported that a tree had fallen on to the Old Road. The tree was sited on a strip of land belonging to Ed Ahern next to New Road. Agreed that a volunteer party could clear the debris, but would need to check with the family about the wood which they own. Agreed that the Clerk would phone Mr Ahern's son and ask if they wanted the wood.

**Clerk**

16: **Correspondence:** An email had been received from Mrs Holloway advising that permission would again be granted allowing people to walk along the edge of the field between Chiselborough and Norton. The email made it clear that if there were further violations of future Closed signs, the access would be closed permanently. This would be publicised as it was the few that spoilt things for the majority. The point was made that it could be persons staying at the holiday lets in

Little Norton. The owners of the Mill need to be aware of the footpath situation to advise visitors.

**Clerk**

17: **Points for New Business:** None

The next meeting will be held at 7.30pm on Wednesday 10<sup>th</sup> April.

Signed \_\_\_\_\_

Date \_\_\_\_\_