Keinton Mandeville Parish Council

Minutes of a meeting of the Parish Council meeting held on

**Tuesday 1 November 2022 at 1930** at Keinton Mandeville Village Hall

Present: Thomas Ireland (Chair) TI, Trevor Ryder TR, Hayley Warrens HW, Ken White KW, Chris Calcutt

In attendance: Dean Ruddle and Charlie Hull.

Public session

District Councillor: DR reported the following:

* Leader of Somerset County Council when reporting on the budget of the county budget was discussed has advised parish councils to increase their precept request for 2023-24.
* Somerset County Council are currently in their 2023-24 budget discussions and this has proved very challenging as the current year is in deficit mainly due to providing the adult and children services. They could consider just providing mandatory services which could potentially place more of a burden on parish councils. There are budgets that would be easier to target, one of which would be Highways and parish councils need to consider this when setting their own budget and precept requests. The situation could present that requests for jobs in the parish go onto a long waiting list and if parish councils want them competed quicker they may want to consider taking funding from their own reserves, if they have any.
* The 2030 target for climate control is unlikely to be delivered due to financial restraints at Somerset County Council. There is a Climate Conference at Somerton on Saturday 5 November.
* Planning Departments are under pressures and planning applications are currently in a backlog.

Member of the public asked about the potential for 5 or less houses being built on the Fosse Track which has gone to the Planning Scrutiny Panel. Mr Ireland confirmed it has been to Scrutiny Panel who have approved the application.

Member of the public asked about the quarry and what was happening with it. Archeologists want to cover it back over but the developers do not want it covered. Planning permission has not yet been granted.

Member of the public asked if the parish council were aware why land behind their property on High Street was being measured up. This land is past the pub on the right hand side. The parish council were not aware but could only suggest that it might be for the Open Reach work that is due to take place in the village soon. Open Reach have advised they will start work in January 2023 on the High Street as the work has to be completed by the end of March 2023. Councillors agreed that the landowner could be approached to enquire why the land was being measured up. Mr Ireland agreed to approach the landowner.

**ACTION: Mr Ireland**

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| **1.0** | **Apologies.** Apologies were received and accepted from: Tony Capazzollo.  Councillor asked where Mr G Jennings was and the Chair confirmed that he has resigned as he felt he was unable to commit the necessary time to the role. Clerk to advise Somerset CC of the resignation so that they can update their records.  **ACTION: Clerk**  There are now three vacancies on the parish council as the full compliment is 9 and currently there are 6 in post. Clerk will contact Somerset CC and process these vacancies to enable them to be advertised.  **ACTION: Clerk** | |
| **2.0** | **Declarations:** Chair has declared an interest in agenda item 7.4 the grant request from the Netball Club. | |
| **3.0** | **Minutes of last meeting: 4 October 2022**  Resolved it was proposed and unanimously agreed to approve the minutes and the closed minutes as a true and correct record of the meetings held. | |
| **4.0** | **Actions and Matters arising:**   |  |  |  |  | | --- | --- | --- | --- | | Minute | Owner | Due | Update | | 4.2 Neighbourhood plan; Include affordable homes policy. Project plan for adoption by PC at Future Meeting once grant funding approved. | TR  TR | Ongoing  Future Meeting | On agenda | | 8.0 Highways update on fingerpost replacement Highways have requested quotes  8.0 Quotes for arm for fingerpost Barton Road  8.0 Instruct Highways Consultant | Clerk  TI | Awaiting outcome of SCC discussions with insurers | Quote preference has been sent to SCC and clerk will chase to get an update on progress.  Quote agreed at October meeting and clerk to order Finger Sign and installation in the sum of £1371.25  Instructed by Mr Ireland and awaiting a response. | | Parish Paths:  Seek quotes to improve ‘Lydford’ bridleways.  Lydford bridlepath was also affected in wet weather, TI would ask Lydford PC about funding this  Repairs to Babcary / Blind Lane fingerpost.  Shields Babcary Lane – quotes to replace | TI  TI  Clerk | Ongoing  Ongoing  Ongoing | Ongoing  Ongoing  Not complete – new clerk to review actions to date. | | Playing field land registry. Charles Fleming instructed. Clerk to chase | Clerk | ASAP | Nothing heard despite emails sent. Clerk to chase again | | Audit: Reserve spending plan | PC  Mr White to lead | Ongoing | To be placed on December agenda. | | Remembrance soldier order from RBL | Clerk | November 2022 | Purchase completed and councillors agreed to place at the East entrance of the village. | | Funeral Bier: contact rural life museum Several museums contacted. None are able to take bier. Funeral directors would be contacted | Clerk | ASAP | Forseys agreed to take funeral bier and have paid £150 to the parish council. | | Defibrillator: Order pads | Clerk | ASAP | Ordered. Once invoice is paid (on current agenda) the pads will be dispatched | | |
| **5.0** | **Planning.** Consider the following applications and make recommendations to the planning officer:   * There were no new applications to consider. | |
| **5.1** | **Determination of Planning. T**he following notice was received:   * 22/02252/HOU Application permitted with conditions [Proposed two storey side extension - Old Rectory Church Street, Keinton Mandeville Somerton Somerset TA11 6ER](https://publicaccess.southsomerset.gov.uk/online-applications/centralDistribution.do?caseType=Application&keyVal=RFZXWNOWGBZ00) * 22/02346/S73 Application permitted with conditions. S73 application to vary conditions 2 (approved plans) of planning approval 19/03538/FUL for the proposed erection of a café/work hub and 3 No. dwellings with associated access, parking and landscaping | |
| **5.2** | **Other planning matters.**  Neighbourhood Plan – project plan and update.   * Mr Ryder advised that consultation with the Council for the Preservation of Rural England (CPRE) will need to take place. Currently looking at areas that would be acceptable or unacceptable for a development, then a consultation with the CPRE will take place prior to consulting with the village. The initial consultation with the parish will be through Survey Monkey and the responses will be received by   the consultant. The survey will go out online in the near future.  The launch meeting for the consultant will be on 06.11.2022 in the Village Hall at 1900. It has been  advertised on Facebook. The consultant will go through the questionnaire and ask for those present to  complete it as a trial run to see how it works.  There has not been any feedback from Philip Hanson in terms of the land evaluation assessment. The project plan has been circulated to councillors for comments. It will be subject to change as the project  progresses. Councillors agreed to accept the plan.  ***Proposed: Mr T Ryder***  ***Seconded: Mr T Ireland***  ***All councillors in agreement*** | |
| **6.0** | **Environment Champion Update.**   * Mr Ryder is attending the session at Somerton on Saturday 5 November and will report back at the next meeting in December.   **ACTION: Mr Ryder** | |
| **7.0** | **Finance and Payments (RFO – Clerk)**  Resolved: It was proposed and unanimously agreed to approve the following payments:  Salaries September 2022  NEST Pensions Direct Debit  HMRC  SSDC Parish Ranger  Heartsine defibrillator pads  RBL Solder statue  RBL Poppy Appeal donation  TEEC Limited (website annual fee)  HAGS-SMP Ltd (play equipment) | £230.78  £16.45  £9.60  £192.07 (£160.06 ex VAT)  £126.75  £200.00  £100.00  £151.19  £16333.66 (£13611.39 ex VAT) |
| **7.1** | Receipts  Foreshaws  Bank interest | £150 |
| **7.2** | **Review of Accounts.**  Presentation of summary of accounts, bank reconciliation and budget to be considered, agreed, and signed by Councillors. The accounts for month 6 were considered. The balance at the end of September was £53622.03. Payments in October came to £17360.50 and receipts were £150.00. | |
| **7.3** | **Other finance matters**  Internal audit - mid year review has been completed. No major concerns to report. | |
| **7.4** | **Grant requests.** Receive the following grant requests:  Keinton Netball.   * The grant request was considered in relation to benefitting village residents. Councillors are aware that the work planned will be beneficial to more than just the Netball Club. Following the last meeting the Netball Club has come back to the parish council to advise the cost of the work to be completed is in the sum of £4300. The parish council discussed this application and although they were in agreement in principle they require a little more exploration in relation to who should be applying for the grant which   will be influenced by who owns the court.  Councillors agreed in principle in support a grant application in the sum of £2000 and that the payment  should be made out of CIL monies as noted above. Clerk was requested to ask the Netball Club for more details of the work as a parish council needs to report on how it uses CIL monies. Parish Council needs to also refer to its Grants Policy.  Agreement in principle to provide a £2000 grant for the work on the netball court but will need further details as noted above.  ***Proposed: Mr Hall***  ***Seconded: Mr White***  ***All councillors in agreement*** | |
| **8.0** | **Highways.** Consider the following and agree any actions arising   * Closure of A39 at Ashcott on 21 November – this could potentially bring more traffic through the village. * Speed Indicator Device – the recent report has been circulated to councillors.   There has been a request from Lydford Parish Council to borrow the SID. Lydford may not have realised that they require poles and highway permission to be able to erect the SID. There is also a complication around the insurance of the SID if placed in another parish. Therefore councillors agreed not to lend the SID to Lydford Parish Council. Clerk to advise the clerk of Lydford on Fosse.  **ACTION: Clerk**   * Community Speedwatch – nothing to report. * Highways Quotes – Mr Ryder has sent a draft plan. Councillors agreed that pedestrian safety and a mixed use of vehicles needed to be added in. Needs to be more specific about cycling safety. Mr Ryder will make the quote more specific and circulate to councillors for agreement at the next meeting. | |
| **9.0** | **Parish Paths.** Update / items to report.   * Proposal for village heritage trail. TR had suggested that this could include historic pictures and a QR code linked to a map and information site (and a leaflet dispenser for those that don’t do QR codes.) - no further updates. * Removal of conifers on footpath behind the phonebox – this was agreed at the last meeting and awaiting Somerset Tree Surgeons and Landscapers to complete the work. | |
| **10.0** | **Play Areas.**  **Happy Tracks / Skatepark**   * Mrs Graham has agreed to continue to complete the inspections and will try to get an App to simplify the process. Report for next meeting. * New equipment – this has now been installed and just awaiting the post installation inspection prior to the invoice being paid. This has been booked for Friday 4 November. Cheque has been written for the equipment and providing the inspection passes it can be sent to the supplier. | |
| **11.0** | **Maintenance.**   * Ranger visit – councillors in agreement for the Ranger to continue to paint the telephone boxes. * Other tasks suggested by councillors- clearance in Roe Lane needs to be completed again. * Dog waste bins – reports that these are overflowing and Mr Ryder agreed to contact SSDC to have them emptied. Councillors believe the bins are not in the best locations.   **ACTION: TR/TI** | |
| **12.0** | **Defibrillator**   * Councillors would like some refresher training to be put in place for using the defibrillators. Mr Lane advised that he is aware of a potential trainer in the village who works on a free-lance basis. Councillors were in agreement for Mr Lane to obtain quotes for training.   **ACTION: Mr Lane**   * Costs for replacement pads for the defib and batteries will need to be built into the budget for 2023/24.   **ACTION: Clerk** | |
| **13.0** | **Village Hall Report**   * Outdoor lights are now working. * Warm spaces request – Village Hall are happy to provide a space but are unable to provide volunteers and therefore this is unlikely to be viable. Clerk to report back to Somerset County Council.   **ACTION: Clerk** | |
| **14.0** | **Correspondence.** Receive the following correspondence and agree any actions arising:   * Warm space request from Somerset County Council – the Village Hall has been approached and advised there would potentially be a room that could be used but the challenging part would be providing volunteers to host the event. * Snow ploughs – need to collect some names of farmers who would help in the event of their being adverse weather conditions. | |
| **14.1** | **Correspondence. Circulation** SCC updates, SWP briefings, SSDC updates, SSDC Environment | |
| **15.0** | **PR.** Items for inclusion in the next edition of the Parish Magazine, for the website and social media sites.   * Requests for donations for the book swap donations at the former phone box on Church Street. * Councillor vacancies. | |
| **16.0** | **Remembrance Service**   * Mr Ryder agreed to lay the wreath on Friday 11 November. The wreath has been ordered and clerk will advise when it is ready for collection.   **ACTION: Clerk** | |
| **17.0** | **Local Community Network**   * These networks are town centered and part of the proposed Somerset unitary system. Councillors have some reservations about attending them as they are unsure what is their purpose. Equally councillors also believe that they may need to be part of this system as otherwise they miss some important information. Councillors would like to request the minutes from the meetings. Clerk will request minutes when the next meeting has taken place.   **ACTION: Clerk** | |
| **18.0** | **Contract for the new clerk**   * This needs to be circulated to Mr White as part of the Finance Committee.   **ACTION: Clerk** | |
| **19.0** | **Future agenda Items**   * Reserve Spending Plan – Chair of Finance * Draft precept request – need to ask Councillor Ruddle what activities might pass from Somerset County Council to local parish councils. * Quotes for finger shields | |
| **20.0** | **Any other reports**   * Funeral Bier update – a purchaser for the bier has been found and a cheque has been received in the sum of £150. Clerk to pay the cheque into the bank account.   **ACTION: Clerk** | |
| **21.0** | **Date of next meeting: 6 December 2022 at 1930** | |

**Actions**

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|  | October Minutes | Owner | Due |
| 8.0  8.0  8.0 | Highways – fingerpost replacement, advise A. Barron of preferred quote  Quotes for arm for fingerpost Barton Road – instruct Bristol Foundries. Instruct Highways Consultant | Clerk | Awaiting outcome of SCC discussions with insurers |
|  | Parish Paths:  Seek quotes to improve ‘Lydford’ bridleways.  Lydford bridlepath was also affected in wet weather, TI would ask Lydford PC about funding this  Repairs to Babcary / Blind Lane fingerpost.  Shields Babcary Lane – quotes to replace  Replacement gate on Church St / Lakeview footpath - instruct Dave Ruddle  Quote to remove conifers on footpath behind phonebox – instruct Somerset Tree surgeons and Landscapers | TI  TI  Clerk  Clerk  Clerk | Ongoing  Ongoing  Dave has been instructed  **COMPLETED AND INVOICE RECEIVED FOR DEC MEETING** |
|  | Playing field land registry. Charles Fleming instructed. Clerk to chase | Clerk | **COMPLETED** |
|  | Audit: Reserve spending plan | PC | Ongoing |
|  | **NOVEMBER MEETING** |  |  |
| 1.0 | Councillor resignation by Mr G Jennings to be advised to Democratic Services at Somerset County Council  Three councillor vacancies notified to Democratic Services as SCC and adverts put in place to fill those vacancies | Clerk  Clerk | **COMPLETED**  **COMPLETED** |
| 4.0 | Highways update on fingerpost replacement – clerk to chase  Quotes for arm for fingerpost on Barton Road  Repairs to Babcary/Blind Lane fingerpost shields  Reserve Spending Plan  Defibrillator Pads - order | Clerk  Clerk  Clerk  KW  Clerk | **Ongoing**  **Ongoing**  **Ongoing**  **Placed on Dec agenda** |
| 6.0 | Climate Conference Feedback 05.11.2022 | TR | **Placed on Dec agenda** |
| 8.0 | Request from Lydford Parish Council to have on loan SID – feedback that KMPC are unable to grant this request  Highways Quotes Draft Plan amendments | Clerk  TR | **COMPLETED**  **Placed on Dec agenda** |
| 10.0 | New equipment to be installed and inspected at Happy Tracks | Clerk | **COMPLETED** |
| 11.0 | Dog waste bins – chase SSDC to ensure they are emptied regularly | TR/TI |  |
| 12.0 | Defibrillator training follow up  Cost of replacement batteries and pads added to budget for 2023/24 | CL  Clerk | **Placed on Dec agenda**  **COMPLETED** |
| 13.0 | Warm Space request feedback to SCC | Clerk | **COMPLETED** |
| 16.0 | Organise wreath for Friday 11 November | Clerk | **COMPLETED** |
| 17.0 | Request to have minutes of Local Community Network meetings when they take place | Clerk | **COMPLETED** |
| 18.0 | Contract for new clerk – draft to be sent to Chair and Chair of Finance | Clerk |  |
| 19.0 | Email Councillor Ruddle to establish what maintenance costs should the parish council prepare themselves for as SCC budget is very challenging | Clerk | **COMPLETED** |
| 20.0 | Payment for funeral bier to be paid into bank account | Clerk | **COMPLETED** |
|  | **COMPLETED TASKS** |  |  |
|  | Remembrance soldier order from RBL | Clerk | November 2022 |
|  | 4.2 Neighbourhood plan; Include affordable homes policy. Project plan for adoption by PC at Future Meeting once grant funding approved. Further update due at October meeting | TR  TR | Ongoing  Future Meeting |