

**Minutes of the 916th Meeting of the Stratton-on-the-Fosse Parish Council
Held in the Village Hall 21 January 2013**

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| PRESENT: | Councillors: Mr John Padfield,(Chair), Mr R Jones(Vice Chairman), Mr D Stock, Mr Jeremy Padfield, Mr A Norris, Mrs I Duggan, Mrs L Gittings. Mr M Daniels. | | |
| IN ATTENDANCE: | Clerk, Member of Public. | | |
| | <i>The Lord's prayer was said.</i> | | ACTION |
| | PUBLIC FORUM: There was no discussion. | | |
| 1. | APOLOGIES: Cllrs, Mr W Quinn, Mrs J Davies, CC Gloria Cawood, PCSO. | | |
| 2. | MINUTES: The Minutes of the previous Meeting held on 10 December 2012 were approved as a true record and duly signed. | | |
| 3. | DECLARATION OF INTEREST: 3.1 Adoption of standing dispensation for the Parish Council. The Dispensation was for the Precept setting meetings of the Parish Council held on 10 December 2012, 21 January 2013 and any special meeting following thereafter. 3.2 For the purpose of setting the Precept all Councillors (having a property within the Parish, means that a disclosable pecuniary interest needs to be registered) had signed a Request for Dispensation at the last Meeting. | | |
| 4. | MATTERS ARISING: 4.1 It was decided to change the wording in the Action by Date from “completed” to “action taken”. 4.2 The Clerk reported on the following action taken since the last Meeting: | | |
| | <u>ACTION POINTS</u> | ACTION BY DATE | NAME |
| 1. | Contact Highways re fly-tipping on bridle-path, Watery Lane - black bags including timber <i>Also contacted Ian Glover Enforcement Officer to offer a solution to problem of dumping. John and Jeremy will arrange a site meeting</i> | Phoned 10/01/13 Ref 507131 10/01/13 | Clerk Jeremy P John P |
| 2. | Contact Highways re work on Chicane agreed at a meeting with Charlie Higgins and Jeff Bunting. Request verification in writing that the work would be completed in this Financial Year. <i>No reply to date- chase.</i> <i>A member of the public arrived at this point 8.06pm</i> | Emailed 10 Jan Jeff Bunting Next meeting | Clerk Clerk |

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| 3. | Following advice from SALC on: Email to request Pro-forma on complaints procedure Check if registered for Data Protection (ICO.gov.uk) Registered sent forms 21/01/2013 to be completed and forwarded with £35 cheque for Annual subscription. | Next Mtg Next mtg | Clerk Clerk MD | | |
| 4. | Data Protection - procedure to be followed to insert in SO's | Asap | MD Clerk | | |
| 5. | Place Standing Orders on Web-site | Asap | MD | | |
| 6. | County Councillor's Report -forward | Received forwarded | Clerk | | |
| 7. | Purchase Litter bin Purchased and received Cllr Gittings arrived at this point 8.08 | Action taken | Clerk | | |
| 8. | Bid to be placed for Enablement Fund; after discussion to agree what to include. Submit to CC Gloria Cawood. The Chairman had forwarded the bid to Gloria who would place the bid this week. There was interest from 3 parishes although a volunteer lead parish was still needed. Cllr Daniels queried why Gloria wanted to connect the Enablement Fund and the Parish Warden Scheme. It was thought that the Parish Warden scheme (a 4 yr project) was more of a hassle, although it may be of use if Chris Perkins retires within the next 4 years. The Chairman would contact Gloria for further information. | Action taken | Cllrs John & Jeremy Padfield Daniels Chair | | |
| 9. | Invoice from W Palmer to be given to Clerk | Next mtg | Cllr John Padfield | | |
| 10. | Secure Quotes for the cutting of Community Garden grass. Contacts to be given to Clerk to arrange | By 20 Feb 2013 | Clerk Jeremy Clerk | | |
| 11. | Precept Request - forward to MDC | Action taken | Clerk | | |
| 12. | Bolt on entrance gate in Community Gardens to be modified. Marie Taylor would seek advice on this as original idea to rectify this problem might be a Health & Safety issue. | asap | Marie Taylor Lengthsman | | |
| 13. | Rubbish to be cleared from Tunnel in Community Gardens | Action taken | MD | | |
| 14. | Equipment needing attention in the Community Gardens to be discussed at the Sub-Committee meeting. To be done by Feb 2013 according to Inspection Report. | Action taken 16/01/13 | Community Gardens Committee | | |
| 15. | Letter to Chris Perkins (Lengthsman) stating PC will review pay scale at next Contract renewal in March 2013 Clerk forwarded letter 08/01/2013 | Action taken | Clerk | | |

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| 16. | Letter to Dr Jackson re cattle mess on Mogg Hill footpath <i>Forwarded 12/12/12</i> <i>Received reply 05/01/13 Stressed it was a public right of way and not a footpath, but some cows have gone and shovelling cow pats off the path. Councillors had noticed a difference.</i> | Action taken | Clerk | |
| 17. | Adoption of Standing Dispensation for Parish Council <i>At Meeting of 21 Jan 2013</i> | Action taken | PC | |

4.3 A Member of the Public, living in the village for 7 months, attended the meeting to make enquiries about setting up a Community Shop within the parish, with the profits being put back into the community. He wondered if the Parish Council could help locating a suitable property and hoped to obtain Lottery Funding. Councillors discussed the merits of this proposal and thought that, with a population of approximately 1,500 this would not generate enough business with not enough movement of people on foot. It was also thought that with Lottery Funding there was a need to match the grant amount. The Chairman thanked him for attending, but Councillors thought that the Parish Council could not offer its support in this instance.

5. COUNTY COUNCILLOR’S REPORT:

The Report had been forwarded to all Councillors – a summery of which follows:

5.1 Parish Warden Scheme

At least 4 Parishes needed to get together to make a submission. In the event, 5 Parishes from our patch submitted an expression of interest and I arranged a meeting with County Officers at Stratton-on-the Fosse. Thank you to that Parish Council for arranging the room. Stratton, Leigh on Mendip, Stoke St Michael, Kilmersdon and Holcombe There appears to be no form to fill in and I was advised that I only need make an expression of interest. It seems we have passed the first hurdle and been accepted for consideration. The Parish Warden Scheme appears to be a replacement for the Parish Lengthsman. Match funding of £5,000 per annum for the Lengthsman was cut by the Conservatives, even though it was demonstrated to be a value for money scheme which saved the County money!

The Parish Warden Scheme is a one-off £3,000 for 4 years. We are once again encouraged to ask Mendip if they would like to contribute. Going by past experience, this is unlikely to happen, but if you don’t ask, you don’t get.

5.2 Enablement Fund

We are trying to draw up a proposal which links the Parish Warden and Enablement Scheme and are putting in a bid for £50,000. All but one of the 5 Parishes have put in ideas. What I need now is one Parish Council to agree to be the banker. So far I have had no offers and two ‘no’s.

The idea is that Parish Councils agree to take on County Council Services. Our approach has been cautious, as it is quite different to ask towns with their huge precepts to take this sort of thing on, but we are willing to give it a go to try to make it work. The maximum we will do this for is 5 years as we believe ‘in perpetuity’ without any funding is too big a risk.

Our aim is to get better services for our residents. The Parish Lengthsman has been very successful, giving the local Parish a real say in spending money on what matters to local people in the village. County’s devolution of services they provide without any match funding may not be sustainable.

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| 6. | <p>DISTRICT COUNCILLORS REPORT: Nothing received.</p> | |
| 7. | <p>POLICE MATTERS:</p> <p>7.1 An apology had been received from the PCSO and the Beat Manger who were both unable to attend.</p> <p>7.2 A Report forwarded as follows: 04/01/13 Sheep out on Green Lane farmer attended and moved the sheep. 08/01/13 Property on Abbey Road had an out-building broken into, a leaf blower taken. 08/01/13 A 2 car collision on he cross roads of the B3355 14/01/13 Youths on Downside grounds.</p> <p>7.3 Cllr Gittings reported that she had witnessed a motorist unaware of the junction and travelling across the junction without stopping. It was noted that the road markings had been tar-macked over and there were no signs.</p> | |
| 8. | <p>PLANNING MATTERS:</p> <p>8.1 <u>Applications:</u> A Tree Preservation Order had been served on a Planning Application at Fosse Farm. <i>This was for PC's information only.</i></p> <p>8.2 <u>Notified of Approval by MDC:</u> Ref: 2012/2037 MSN Rugby Club – Change of use of land from agricultural to Playground.</p> <p><i>Member of Public left the meeting at this point 8.54pm</i></p> | |
| 9. | <p>FINANCIAL MATTERS:</p> <p>9.1 The Clerk presented an Invoice amounting to £108.29 for BT/Broadband which was agreed by all Councillors present to be paid. Cheque No. 000914</p> <p>9.2 The purchase of a litter bin from Imrubish amounting to £147.48 (which the Clerk had paid by personal debit card) was agreed to be reimbursed by all Councillors present. Cheque No.000915</p> <p>9.3 All Councillors agreed that the registration for Mapping on Line amounting to £48 be paid. Cheque No.000916</p> <p>9.4 All Councillors agreed to the payment of £35 - being the Annual Fee for Data Protection registration. The Clerk to liaise with Cllr Daniels in completing the registration form. Cheque No.000917</p> <p>9.5 The Clerk suggested that the “ring-fenced” monies for the Community Gardens be placed in a separate Account, making this easier for Accounting purposes. At the moment it was thought best to set this up with Nat West – a Business Reserve and Current Account.</p> <p>9.6 A resolution to this effect was taken and all Councillors present agreed to this, also agreeing to keep the same signatories – who then signed the relevant Bank forms.</p> <p>9.7 The Clerk to organise the new Account with Nat West Bank.</p> <p>9.8 The Chairman collected monies from Councillors as payment for the Remembrance Day RBL Wreath.</p> | Clerk |

10. COMMUNITY GARDENS:

- 10.1 Cllr Stock reported that he had inspected the Gardens on a weekly basis since the last meeting and had found nothing to report. A Check List was given to the Clerk.
- 10.2 Cllr Stock reported that Mole activity was now present in the playground. The cost to eradicate 1 mole would be £60 and £20 thereafter for subsequent moles – therefore 2 moles would cost £80. Councillors thought that, although the mole hills were unsightly, this was not a health and safety issue and due to the cost involved decided to review again at a later date.
- 10.3 The Clerk had been advised by SALC that if the Community Gardens formed a Working Party there would be no need for Minutes or a Code of Conduct and meetings could be in private. If a committee was formed, a Code of Conduct and Minutes were needed and it should not be called a Sub-committee but a Committee.
- 10.4 Cllr Jeremy Padfield reported that at a meeting last Wednesday at the Kings Arms the Community Gardens had named the Committee and the Terms of Reference had been submitted to the Clerk and would be published on the Parish Web-site. Father James from Downside will attend if/when he is able.
- 10.5 Quotes had been received for a Basket Swing:
3,750 +VAT – Quality not so good.
8,147+VAT - Sutcliff
5,800+VAT - Playdell (Reduced from £6,500)
Cllr Jeremy Padfield proposed to go ahead with Playdell and all Councillors present agreed.
- 10.6 Expenditure to date being the purchase of a Litter Bin £147.48 leaving a total of £11,410.52 in the ring-fenced budget. A further £1,500 of funds (grant received from the Sperring Trust) would be ring-fenced to contribute towards the Basket Swing making a £12,910.52 budget.
- 10.7 The Committee were looking to install a picnic area in the copse and to date have received 3 quotes of £12,400 £10,540 and £3,080 which it will discuss at the next meeting.
- 10.8 Quotes would be needed for the annual grass cutting of the Community Gardens, which would be from 01 March 2013 until 01 October 2013 (longer if needed) at 3 cuts per month. The grass would be left on site to be composted in a bin to be built for that purpose. Cllr Daniels to liaise with the Clerk. Quotes needed by 20 Feb 2013
- 10.9 Village Day had been discussed and it was suggested that a representative from the different organisations in the Village should organise the event; ie Community Gardens Committee, Parish Council, Village Hall Committee. Sue Bartucca had volunteered to be the representative from the Community Gardens Committee. Cllr Jeremy Padfield suggested that it might be an advantage to hold this event on the same day (09 June 2013) as Open Farm Day at Church Farm when South Street could be shut to hold both events.
- 10.10 The Annual Inspection of the playground noting attention needed for the goal posts on the football ground needed to be resolved. Cllr Jeremy Padfield would ask Wayne Palmer to inspect and make firm.

Jeremy
P

Clerk
MD

Jeremy
P

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| | <p>10.11 The Chairman reported that the Clerk had received a telephone call in the New Year from a Chilcompton parishioner who had used the Community Gardens over the Christmas period. It was reported that her son had eaten “mushrooms” that were prevalent in the Gardens, and had been told were poisonous on her visit to Hospital. The parishioner left her telephone number with a request for the “mushrooms” to be removed. The Clerk and the Chairman had been unsuccessful in making further contact. It was thought by Councillors that the responsibility was with the parent of the child and that due to the wet weather toadstools would be a common occurrence.</p> | |
| <p>11.</p> | <p>STREET CLEANING/LENGTHSMAN SCHEME:</p> <p>11.1 The Chairman sadly reported that Cllr Quinn had resigned from the role as Lengthsman Co-ordinator, although he would still remain on the Parish Council. All Councillors present congratulated Bill on a job well done agreeing that, not only had the tasks been well allocated, but that Bill had also partaken in many of the tasks involved. The Chairman to send a letter of thanks on behalf of the Parish Council.</p> <p>11.2 A Volunteer was needed to replace Cllr Quinn; to collect a list of jobs, check times and jobs carried out. This to be placed on the next Agenda.</p> <p>11.3 Cllr Daniels offered to liaise with the Lengthsman (re-starting in February) until the next Meeting. Cllr Daniels will speak to Cllr Quinn and Chris Perkins to ascertain how the Work Rota is managed.</p> <p>11.4 It was noted that several residents of Middlemead had collectively cleared their street of snow during the recent bad weather.</p> | <p>Chair</p> <p>Agenda</p> <p>MD</p> |
| <p>12.</p> | <p>HIGHWAYS:</p> <p>12.1 Cllr Gittings had reported to the Clerk (by email 21/01/13) that the grit bin at Bath View had been damaged. The Clerk to report this to PCSO and the Insurance Company.</p> <p>12.2 The Clerk to also chase outstanding items already reported to Highways – list as follows:</p> <ul style="list-style-type: none"> • Norton Down Cross Roads (site of another recent accident) No Stop Sign and road markings tarmacked over. • Drains from Green Lane towards the Shepton Mallet end of the village in need of attention, as was the edge of the road. • Nettlebridge Hill footpath overgrown • Footpath from Radstock end of village towards lay-by impassable due to vegetation. <i>It was suggested that the Lengthsman could do this if not completed soon by Highways.</i> | <p>Clerk</p> <p>Clerk</p> |
| <p>13.</p> | <p>FOOTPATHS: Nothing to report.</p> | |
| <p>14.</p> | <p>PARISH FORUM REPORT:</p> <p>14.1 Cllr Gittings had attended the meeting, but due to the weather 2 out of the 3 speakers did not attend.</p> <p>14.2 The Legacy/Community Fund (known as The Roof Tax) was discussed. Each property built or renovated could receive a grant from the Government from the Community Environment Fund £2k. The District Councillor would be the person to contact for further information.</p> | |

15. WEB-SITE:

15.1 Cllr Daniels reported on a meeting he had attended at MSN Town Hall – discussing Superfast Broadband. Devon & Somerset had got together and won 38 million and 20 million for a project to have 95% Superfast Broadband by 2015 and 100% coverage by 2020.

This was to be organised in 2 halves:

Business Half – Support one to one advice 1 Hour come to you. Also 8 hours training if eligible.

Community Half – Experts would attend an area and hold training sessions and demonstrations with parishioners.

15.2 Cllr Daniels suggested that the Parish Council involved itself and offered to provide a location.

15.3 The Chairman suggested that the best way to advertise was on the Website and Parish Newsletter. Although the Business side was now running, the Community side would be in 2-3 months.

MD
RJ

16. CORRESPONDENCE:

Correspondence read and dealt with accordingly:

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| 1. | Downside Abbey Father James | Reply re invitation to Community Garden sub committee | |
| 2. | Dr Jackson | Reply to letter re cattle mess on Mogg Hill f/path | |
| 3. | Gloria Cawood | Report – January 2013 | |
| 4. | CAB | Thank you letter for donation | |
| 5. | Imrubbish | Invoice for Litter Bin £147.48 | |
| 6. | Data Protection | Registered - Forms to fill out – Invoice (Annual Fee) £35 | |
| 7. | On-line Mapping | Invoice for Annual Registration £48 | |
| 8. | Nat West | Forms re opening separate Account for Comm Garden Monies. | |
| 9. | Spinal Injur Association | Parish Magazine Article emailed poster and information for Notice Board or Parish Magazine (Web-site?) | |
| 10 | The Community Council for Somerset | Appointment of a Village Agent Advert to place on Notice Board/Web site/ Parish Magazine? | |
| 11 | ICO Information Commissioner’s Office | Information Pack: Data Protection Confirm Registration to Notify Form to fill out and return Cheque to forward £35 | |

Magazines/ Brochures: Glasdon

Planning: Permission: Ref:2012/2037 MSN Rugby Club
Change of use of land from agricultural to playground.

Tree Preservation Order 7(2012)1329
Sycamore Eastern boundary of Fosse Farm SOF

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| | <p>Bank Statements:</p> <p>05 Nov 2012 Business Reserve 13,925.66 Current A/C 50.00</p> <p>05 Dec 2012 Business Reserve 25,106.89 Current A/C 50.00</p> <p>Cheque paid in: Community Gardens 11,558.00</p> <p>Cheques:</p> <p>V Attwood (BT/Broadband) £108.29 V Attwood (Litter Bin) £147.48 Getmapping PLC (Mapping Registration) £ 48.00 ICO (Data Protection Registration) £ 35.00</p> <p>Letters sent:</p> <p>Chris Perkins re increase in salary reviewed in March 2013 Dr Jackson re mess from cattle on Mogg Hill Downside- Father James – invitation to sit on Committee Precept request forwarded to MDC</p> | |
| 17. | <p>MATTERS OF REPORT & ITEMS FOR NEXT MEETING:</p> <p>17.1 Cllr Jeremy Padfield read out an email from Dist Cllr Gloria Cawood acknowledging Stratton’s bid for the Enablement Fund which was hoped to be submitted today – the deadline being 31 January 2013.</p> <p>17.2 Items for next Agenda: To fill the vacancy for Lengthsman Co-ordinator.</p> | |
| 18. | <p>DATE OF NEXT MEETING:</p> <p>18.1 The date of the next Meeting will be on Monday 18 February 2013 at 7.45 pm</p> <p>18.2 There being no other business the meeting closed at 9.38 p.m.</p> | |

CHAIRMAN _____ **DATE** _____