

**Minutes of the 923<sup>rd</sup> Meeting of the Stratton-on-the-Fosse Parish Council  
Held in the Village Hall 16 September 2013**

<b>PRESENT:</b>	Councillors: Mr John Padfield (Chairman), Mr D Stock, Mrs I Duggan, Mr Jeremy Padfield, Mr M Daniels., Mrs Davies, Mr A Norris.																																
<b>IN ATTENDANCE:</b>	Dist Cllr Rachel Carter, Clerk.																																
	<b>PUBLIC FORUM:</b> There was no discussion.		ACTION																														
1.	<b>APOLOGIES:</b> Mr R Jones (Vice Chair), Mr W Quinn, Mrs L Gittings, PCSO C Cllr Harvey Siggs.																																
2.	<b>MINUTES:</b> The Minutes of the previous Meeting held on 15 July 2013 were approved as a true record and duly signed.																																
3.	<b>DECLARATION OF INTEREST:</b> There were none.																																
4.	<b>MATTERS ARISING:</b> The Clerk reported on the following action taken since the last meeting:																																
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10.	Notify Dave Woodridge at MDC of NIL Count on gypsy/traveller sites	Completed	
11.	Write to Downside requesting the overgrown hedges opposite Bainsbury View at Green Lane junction to be cut back as a matter of urgency - obscuring view which makes it a Health & Safety issue. <i>Received reply that this issue would be looked into when the bursar returned from holiday.</i>	Letter sent  Chase	Clerk

**5. COUNTY COUNCILLORS REPORT:**  
 CC Harvey Siggs had emailed a Report in his absence; a summary of which follows

**5.1 County Councillor Health and Wellbeing Budget Scheme – Attached**  
 This Scheme is going out and you might like to see if you have bids that you would like me to consider. Please see the attached document for further information.

**5.2 Small Improvement Schemes**  
 I am delighted to inform you that there will be a Small Improvement Scheme bid which each County Councillor can put forward to offer over the next 18 months. A Small Improvement Scheme should have the support of the community, so again, whilst there is no guarantee, I will be doing my best to forward two schemes from my Division.

**5.3 Part Night Street Lighting**  
 Another interesting area that we have been rolling out is the first pilots for part night lighting where street lights are switched off for part of the night. This has been welcomed by a number of Parishes and others may wish to follow. Again, it needs the Parish Council to have made sure that it has community support, but if you feel that you would like your Parish to be considered, please see if there is support and come back to me.

**5.4 Speed Indicator Devices**  
 These are still a hot topic and I am getting the policy amended and for there to be a better supply of these, some of which the villages can undertake to manage.

**5.5 Winter Gritting**  
 I am pleased to say we have managed to retain the budget for this vital item and Parishes will again be able to collect supplies from their local depots. I know many Parishes have invested in their own equipment, to help keep roads and footways not on the gritting schedule open and my highways Officers are more than willing to give advice.

**5.6 General**  
 With my Division now being so spread and the large number of Parish meetings, I am unable to put in anything like a monthly appearance. Since May, I can only apologise that a number of Parishes may have felt excluded. In the future I will try and attend at least one in three of any Parish Council meetings, unless there are special issues which you feel require my attendance. Obviously, it is helpful if the Parish Clerk relays any issues to myself, or to Kerrie Jones, my PA – [kjones@somerset.gov.uk](mailto:kjones@somerset.gov.uk) tel no 01823 356663. She is far more efficient than me and will make sure that enquiries and problems are forwarded to the most appropriate Department. Please continue to report potholes and road defects through Parish Clerks. It is so helpful as you are the eyes and ears on the ground.

**6. DISTRICT COUNCILLORS REPORT:**  
 Dist Cllr Carter reported the following:

6.1 Pupils at Downside had resumed the litter-pick through the village, all the way to the White Post Roundabout. This would now continue during term-time.

6.2 Downside pupils had helped with gardening at Fosse House Nursing Home and were looking for other projects concerning help in the Community, such as shopping for the elderly. Downside would welcome any ideas for other projects from the Parish Council.

	<p>6.3 Councillors thought a letter to Andrew Hobbs at Downside, to thank for the help so far, was relevant. Also for the tasks performed by Downside pupils to be placed on the Web-site. Dist Cllr Carter would write a piece for Cllr Daniels to place on the Web-site.</p> <p>6.4 Salt &amp; grit were available to be collected from pick-up depots. Councillors stated that Mendip District Council would arrange for the grit bins to be filled – the bins needed to be checked for grit quantities.</p> <p>6.5 Dist Cllr Carter asked the Parish Council to consider placing a grit bin at Abbey Road, but Councillors thought there would be a problem with siting the bin, as it would impair visibility, and that there was a grit bin opposite near the phone box.</p> <p>6.6 Dist Cllr Carter reported that the closure of the hedge opposite Bainsbury View was on Downside’s Agenda.</p> <p>6.7 Dist Cllr Carter stated that the rubbish bin sited on the bridal path was being used and had made a big difference.</p> <p>6.8 Cllr Daniels stated that the bid to Somerset County Council for a street &amp; Community Garden maintenance equipment grant was unsuccessful. However a bid for a grant under Mendip District Council’s Community Environment Fund Scheme was possible. Cllr Daniels was in receipt of 4 quotes for the equipment needed; Eagle Plant, Wells being the cheapest.</p> <p>6.9 Cllr Daniels proposed that the bid for this equipment be forwarded to Dist Cllr Carter for action. All Councillors present agreed.</p>	<p>Clerk</p> <p>RC MD</p> <p>Chair</p>
<p>7.</p>	<p><b>POLICE MATTERS:</b>  There was no PCSO present, but a Report had been received as follows:  17/08 Downside School – males throwing apples at people.  20/08 An Alarm set of within Downside, thought to be outside youths.  20/08 Theft of diesel fuel from a combine harvester parked in the vicinity of White Post roundabout in a field also ladders removed from the vehicle.  20/08 Three youths found on Downside ground.  22/08 A vehicle parked in lay-by with no tax on it, consequently reported to DVLA by member of the public. (Police can only issue a ticket if the vehicle is in fact on the highway).  03/09 Downside School reporting graffiti on the cricket score board/shed in front of pavilion, also on the large workshops in the wooded area.  <i>Dist Cllr Carter left the Meeting at this point. 20.09</i></p>	
<p>8.</p>	<p><b>PLANNING MATTERS:</b>  <u>Applications:</u>  <b>Ref: 2013/1498</b> Location : 1 The Mead  Proposition: 2 Storey side extension.  <i>The Chair and Vice-Chair had looked at the site and found parking to be a concern. Therefore the application had been returned to Mendip registering Approval but with concerns, as follows:</i></p> <ul style="list-style-type: none"> <li>• <i>The Parish Council does not wish to see cars parked on the pavement, or on the road by the exiting pinch-point as this causes congestion for pedestrians and vehicles – particularly being so close to the junction of Abbey Road and opposite the entrance to St Benedict’s church.</i></li> <li>• <i>The PC would like to seek assurance that the vehicles will be housed either in the garage or on the hard standing in front of the garages NOT on the pavement.</i></li> <li>• <i>Possible a limit on how many vehicles can be kept on the premises.</i></li> <li>• <i>The trees on site may well need removing or reducing.</i></li> </ul>	

**Ref:2013/1387** Location Fosse Farm, South Street, SOF  
 Proposal: Erection of Toilet Block c/w disabled toilet  
 Applicant Jeremy Padfield, Church Farm.SOF  
**Ref:2013/1159** Location : Church Farm, Church Lane, SOF  
 Proposal: Erection of new agricultural building to replace existing bldg  
 Applicant: Jeremy Padfield, Church Farm SOF

**9. FINANCIAL MATTERS:**

- 9.1 The Clerk was in receipt of a **new pay-scale from SALC, starting from April 2013**. The new rate at scale 26 is £11.665p per hour, this makes the new monthly rate £233.30 therefore £699.90 per quarter – an increase of £6.96 per quarter.
- 9.2 The Clerk’s Salary for the period **July- Sept 2013** amounting to **£699.90** was agreed by all Councillors present to be paid. **Cheque No.000958**
- 9.3 The Clerk’s back-pay (**April-June 2013**) amounting to **£6.96** was agreed to be paid buy all Councillors present. **Cheque No.000957**
- 9.4 The Clerk presented an Invoice for Printer ink amounting to **£67.26** which was agreed to be paid by all Councillors present. **Cheque No.000956**
- 9.5 An Invoice received from **Glasdon** for the dog waste bin amounting to **£293.98** was agreed by all Councillors present to be paid. **Cheque No.000959**
- 9.6 An Invoice from JD & JS Padfield for the purchase of a gate for St Vigors Churchyard amounting to **£56.64** was agreed by all Councillors present to be paid. **Cheque No.000963**
- 9.7 An Invoice for gate springs for the **Community Gardens** was received from Marie Taylor amounting to **£12.88** all Councillors present agreed for this to be paid. **Cheque No.000961**
- 9.8 An Invoice from Dodgers Circus Workshop for attending Village Day (Community Gardens) amounting to **£545** had already been paid by the Clerk from her own funds. All Councillors present agreed to reimburse this amount. **Cheque No.000955**
- 9.9 A request from Marie Taylor for the balance of the grant monies, temporarily banked with Stratton, to be paid was agreed by all Councillors present. £1,400 was banked less £545 for Circus Workshop which left **£855** to be paid. **Cheque No. 000960**
- 9.10 Invoices from **W Palmer** for grass cutting the Community Gardens amounting to **£270 and £50** respectively. **Cheque No.000964**
- 9.11 The Clerk reported that the 2013Annual Return had been received back from the auditors Grant Thornton. This had been checked and verified and found to be in order. There were no additional comments from the auditors.
- 9.12 The Notice of Conclusion of Audit to be placed on the Notice Board.
- 9.13 An Invoice amounting to **£120** being the fee for inspecting the Year End 2013 Audit was agreed to be paid by all Councillors present. **Cheque No. 000962**
- 9.14 Bank Statements were reconciled and signed.

N/B

10.	<p><b>FINANCIAL REGULATIONS:</b> This item was postponed until the next Meeting, as further discussion was needed before adopting by the Parish Council. Cllr Daniels and the Clerk would meet.</p>	MD Clerk
11.	<p><b>COMMUNITY GARDENS:</b> 11.1 Cllr Stock gave his weekly Report, conducted since the last Meeting, to the Clerk. 11.2 Although 2 bins were provided in the Gardens only one it seemed was utilised - it was suggested that a sign to flag up the 2<sup>nd</sup> bin might be an option. 11.3 The fouling by dogs in the Gardens was discussed and the Clerk was instructed to ask the Dog Warden at Mendip District Council for advice. It was thought that signs announcing the consequences of dog fouling might help, also a strong article placed in the Parish Newsletter. 11.4 The Chairman stated that the Village Day had been a resounding success. It was thought by all Councillors present that the Committee should be complimented on its hard work in organising the Day and the Clerk was asked to write to Sue Bartucca communicating the Parish Council's remarks.</p>	Clerk JP  Clerk
12.	<p><b>STREET CLEANING/LENGTHSMAN SCHEME:</b> 12.1 Cllr Daniels was unable to give a report on the tasks performed by the Lengthsman, as Chris Perkins had not attended the village since the last Meeting. 12.2 Cllr Daniels and Cllr Jeremy Padfield were of the opinion that Chris Perkins was not very interested in his role as lengthsman anymore. Also Cllr Daniels stated that he would not be involved whilst Chris was lengthsman, as he thought that he had been spoilt whilst working with Cllr Quinn and that he was finding it difficult working on his own. 12.3 Cllr Jeremy Padfield stated that he would instruct Chris Perkins on the tasks needed to be done ie the debris at the pinch points to be removed and weed kill throughout the village. 12.4 There would then be no more tasks until the spring, which will give the Parish Council time to discuss and decide on future lengthsman arrangements. 12.5 The Clerk was still awaiting the return of the signed Contract from Chris Perkins, lengthsman. Councillors thought that the next Lengthsman contract should be more explicit - for example the number of hours should be fixed and the tasks listed. 12.6 The Clerk to report to MDC that drains along A367 and Green Lane were blocked.</p>	JP     Clerk
13.	<p><b>HIGHWAYS:</b> 13.1 It was stated that the lid on the Grit Bin opposite Bath View had been broken since last year. The Chairman would check on the Grit Bins to see if Highways needed to refill them and notify the Clerk. 13.2 The Clerk to write to Mendip District Council stating that the signage placed at the bridleway in Watery Lane had been a success, as since its erection there had been no fly-tipping.</p>	Chair Clerk  Clerk

	<p>13.3 The Chairman stated that the village had been closed to traffic for 5 days in order to alter one of the chicanes in the traffic calming scheme. It had been agreed at a previous site meeting with Councillors and Highways, to reduce the pinch point and create a new one on the opposite side of the road. It had become obvious when work started that this was not happening; instead the pavement was raised and widened by reducing the pinch point. On contacting Charlie Higgins at Highways, the Chairman was informed that the Planning Traffic Engineers had found a problem with the original plan reducing the pavement and the alignment of the road, causing a problem for visibility.</p> <p>13.4 Councillors wished the Clerk to write to Highways stating the Parish Council's concern about the recent adaptation of the chicane, as it felt that the issue of keeping vehicles away from pedestrians had not now been met. Also Councillors felt that the Parish Council should have been consulted about the new plan before work started. Charlie Higgins to be asked to put into writing the reasons why the raised pavement was deemed necessary. The Clerk to copy to CC Harvey Siggs.</p>	Clerk
14.	<p><b>FOOTPATHS:</b> It was reported that the entrance to a footpath in Green Lane was blocked by crops. Cllr Jeremy Padfield stated that the farmer should leave 1 metre access across a public footpath and that he would check on the situation first before a letter is dispatched to the farmer.</p>	JP
15.	<p><b>PARISH FORUM REPORT:</b> There was nothing to report.</p>	
16.	<p><b>WEB-SITE:</b> Cllr Daniels reported that the Village Day and the road closure had been placed on the Web-site. Also as soon as the photos of Village Day were received from Marie Taylor they would be placed on the Web-site.</p>	MD Marie T
17.	<p><b>CORRESPONDENCE:</b> Correspondence read and dealt with accordingly:</p> <ol style="list-style-type: none"> <li>1. Grant Thornton      Audit Return</li> <li>2. Grant Thornton      Invoice £120 for 2013 Annual Return</li> <li>3. Glasdon              Invoice £293.98 for Dog Waste Bin</li> <li>4. Marie Taylor        Invoice £12.88 for gate spring at Community Garden.</li> <li>5. Marie Taylor        Invoice £855 balance of Community Gardens Grant.</li> <li>6. V Attwood            Invoice £545 already paid &amp; reimbursed for Dodgers Circus Workshop- Community Gardens.</li> <li>7. V Attwood            Invoice Printer Ink £67.26</li> <li>8. SALC                  Clerk's Salary increase – new pay scale from April 2013</li> <li>9. Downside            Letter noting overgrown hedges – will look into on return of Bursar from holiday.</li> <li>10 Downside            Confirmation of 50% payment towards Dog Waste Bin &amp; Sign (to maximum of £175)</li> <li>11 Harvey Siggs        Report – forwarded to Councillors – has okayed report to Be published on Web-site.</li> <li>12 R.N.L.I.                Thank you for donation.</li> <li>13 Dorset &amp; Somerset Air Ambulance      Thank you for donation.</li> <li>14 Mendip Community Transport      Update on the activities of MCT and also a request for a Grant. It was noted that Dial a Ride was now known as Slinky</li> </ol>	N/B

**Magazines/ Brochures:** Clerks & Councils - Sept

**Planning:**

*Permission:*

2013/1387 Fosse Farm, South Street –Erection of toilets.

2013/1159 Church Farm- Erection of agricultural bldg to replace existing bldg

*Application*

2013/1498 1 The Mead – Side extension

**Bank Statements:** Business Reserve A/C July £22,483.56 Aug £23,529.07  
Current A/C July 50.00 Aug 50.00

**Letters sent:** Downside

**Emails sent:** H/Ways

**Cheques:**

Marie Taylor	£ 12.88	Comm Garden (gate Spring)
Marie Taylor	£855.00	Comm Garden (Balance CG Grant)
Glasdon	£293.98	Dog Bin
Grant Thornton	£120.00	2013 Audit
V Attwood	£699.00	Salary (July-Sept)
V Attwood	£ 6.96	Salary increase (back-dated Apr-June)
V Attwood	£ 67.26	Printer Ink
J Padfield	£ 56.64	Churchyard gate
W Palmer	£270.00	Grass cut
W Palmer	£ 50.00	Grass Cut

**18. MATTERS OF REPORTS & ITEMS FOR NEXT MEETING:**

18.1 The Clerk had requested that Councillors consider purchasing a new lap-top for use solely for Parish Council business. Although the Clerk had been granted the funding in 2007 by the Parish Council to purchase her current computer, the offer had not been taken up and it had not been paid for by the Parish Council. This lap-top was increasingly developing problems and was very slow.

18.2 Cllr Daniels suggested meeting with the Clerk to ascertain what tasks were needed to be done on the Computer, and whether the present printer would be compatible, before a decision was reached on a purchase.

18.3 This item to be discussed at the next meeting.

MD  
Clerk

Agenda

**19. DATE OF NEXT MEETING:**

19.1 The date of the next Meeting will be on **Monday 21 October 2013 at 7.45**

19.2 There being no other business the meeting closed at 9.24p.m.

**CHAIRMAN** \_\_\_\_\_ **DATE** \_\_\_\_\_