

**Minutes of the 930th Meeting of the Stratton-on-the-Fosse Parish Council
Held in the Village Hall on 19 May 2014**

PRESENT:	Councillors: Mr John Padfield (Chairman), Mrs J Davies (Vice-Chair), Mr M Daniels, Mr A Norris, Mr D Stock, Mr Jeremy Padfield
IN ATTENDANCE:	Clerk.
	ACTION
PUBLIC FORUM: Nothing to report	
<p>1. ELECTION OF CHAIRPERSON: The Clerk asked for nominations for the position of Chairperson.</p> <p>Cllr Davies nominated Cllr John Padfield and this was seconded by Cllr Norris.</p> <p>The Clerk asked for any other nominations, but there were none.</p> <p>The nomination of John Padfield was unanimous by a show of hands and Cllr John Padfield signed the Declaration of Acceptance of Office.</p> <p><i>At this point the Chairman took the Meeting.</i> <i>There followed 1 minutes silence for Councillor Richard Jones who had sadly died.</i> The Chairman stated that Richard would be sadly missed, as he had been part of the Parish Council for many years and was very active within it. All Councillors shared these sentiments. The Chair thought his goal to get the car-park finished had been accomplished, as the white parking lines were painted last week.</p>	
2. APOLOGIES: Mr W Quinn, PCSO Housley.	
<p>3. MINUTES: The Minutes of the previous Meeting held on 28 April 2014 were deferred to the next meeting to be signed.</p>	
<p>4. DECLARATION OF INTEREST: There were none.</p>	
<p>5. ELECTION OF VICE-CHAIRMAN: Cllr Norris nominated Cllr Jeremy Padfield for the position of Vice-Chairman, but Jeremy declined as he was of the opinion that it would be inappropriate for members of the same family to occupy the position of Chair and Vice-chair. Therefore Jeremy withdrew. Cllr Jeremy Padfield nominated Cllr Judy Davies for the position of Vice-Chair, seconded by Cllr Norris – all Councillors present agreed by a show of hands. Cllr Davies accepted the position and signed the Declaration of Office.</p>	
<p>6. CO-OPTION OF COUNCILLORS: The Chairman stated that, as a result of the leaflet drop, Mr Elliot Hall of 1 Fosse Farm Cottage had shown an interest in becoming a Parish Councilor. As he was unable to attend this meeting, due to holiday commitments, he had applied by letter which the Chairman read out to Councillors. Cllr Daniels proposed to co-opt Mr Hall and all Councillors present agreed by a show of hands.</p> <p>Cllr Jeremy Padfield stated that he had asked a few people, but although interested, at the moment were not in a position to commit.</p> <p>The Chairman asked for Councillors to give some thought to who else might be approached within the parish to be co-opted onto the Council. Rachel Carter was suggested and the Chairman stated that he would contact.</p>	

7.	COUNCILLORS AND PERSON APPOINTED FOR: <i>Planning:</i> Cllrs Judy Davies Alan Norris, Malcolm Daniels. <i>Lengthsman:</i> Cllrs Daniels. <i>Footpaths:</i> Mr Trevor Letcher. <i>Playground Inspection:</i> Cllr David Stock. <i>Bank Signatories:</i> Cllrs Judy Davies, John Padfield, Clerk Valerie Attwood.																					
8	MATTERS ARISING: 8.1 The Clerk reported on the following action taken since the last meeting: <table border="1" data-bbox="240 369 1393 1976"> <thead> <tr> <th data-bbox="240 369 305 457">ACTION POINTS</th> <th data-bbox="305 369 1068 457">ACTION BY DATE</th> <th data-bbox="1068 369 1393 457">NAME</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 457 305 579">1.</td> <td data-bbox="305 457 1068 579">Adopt Financial Regulations and place on Web-site <i>Clerk & Cllr Daniels held meeting to discuss Forwarded Councillors Draft financial Regs Propose to Adopt at Meeting when completed</i></td> <td data-bbox="1068 457 1393 579">Meeting Agenda</td> </tr> <tr> <td data-bbox="240 579 305 856">2.</td> <td data-bbox="305 579 1068 856">Dog Fouling Bin Needs to be positioned When positioned notify MDC who will place sign FOC When positioned notify MDC who will arrange to empty Downside had been consulted by Dist Cllr Carter about the position of the dog fouling bin - now the lengthsman and Cllr Jeremy Padfield will arrange to fix.</td> <td data-bbox="1068 579 1393 856">Clerk Cllr Jerermy Padfield Clerk Clerk</td> </tr> <tr> <td data-bbox="240 856 305 1507">3.</td> <td data-bbox="305 856 1068 1507">Traffic signs obscured by vegetation - Highways have cut around sign, but vegetation obscuring motorist view is the responsibility of landowner. Landowner being Downside. Chairman reported that Downside had made an excellent job of cutting back at the junction, but wondered if a further 50 yards along the main road toward the lay-by could be cut back also. The vegetation coming south to chicane(Bath View to Bainsbury View) still needs to be cut. Clerk to contact Harvey Siggs who had previously agreed to deal with this matter. The Clerk had contacted Harvey Siggs PA stating it was a Health & Safety issue, who would chase this matter with urgency. <i>Highways emailed to report that looked at and could not see a problem.</i> <i>The Clerk had responded by emailing back stating the exact position and reaffirming that this still needed to be dealt with as a matter of urgency.</i></td> <td data-bbox="1068 856 1393 1507">Harvey Siggs asap Clerk Harvey Siggs Highways</td> </tr> <tr> <td data-bbox="240 1507 305 1696">4.</td> <td data-bbox="305 1507 1068 1696">Contact Dog Warden MDC to ask advice and/or extra signs denting consequences to dog fouling on Playing Field Contacted Dog Warden stated that would look at and report back. <i>Clerk had not been contacted by Dog Warden and she is difficult to contact. Clerk to chase</i></td> <td data-bbox="1068 1507 1393 1696">Chase Clerk</td> </tr> <tr> <td data-bbox="240 1696 305 1976">5.</td> <td data-bbox="305 1696 1068 1976">Cllr Daniels reported that the new site was now accessible, but Planning Applications cannot be accessed for previous months. Clerk to make enquiries from MDC The Clerk had contacted Planning Dept who were willing to talk through the site with Cllr Daniels as it was thought that past planning could be viewed. <i>Cllr Daniels was now aware of how to use the new Planning Web-site, but had found it difficult to utilise to gain the information needed.</i></td> <td data-bbox="1068 1696 1393 1976">Completed</td> </tr> </tbody> </table>			ACTION POINTS	ACTION BY DATE	NAME	1.	Adopt Financial Regulations and place on Web-site <i>Clerk & Cllr Daniels held meeting to discuss Forwarded Councillors Draft financial Regs Propose to Adopt at Meeting when completed</i>	Meeting Agenda	2.	Dog Fouling Bin Needs to be positioned When positioned notify MDC who will place sign FOC When positioned notify MDC who will arrange to empty Downside had been consulted by Dist Cllr Carter about the position of the dog fouling bin - now the lengthsman and Cllr Jeremy Padfield will arrange to fix.	Clerk Cllr Jerermy Padfield Clerk Clerk	3.	Traffic signs obscured by vegetation - Highways have cut around sign, but vegetation obscuring motorist view is the responsibility of landowner. Landowner being Downside. Chairman reported that Downside had made an excellent job of cutting back at the junction, but wondered if a further 50 yards along the main road toward the lay-by could be cut back also. The vegetation coming south to chicane(Bath View to Bainsbury View) still needs to be cut. Clerk to contact Harvey Siggs who had previously agreed to deal with this matter. The Clerk had contacted Harvey Siggs PA stating it was a Health & Safety issue, who would chase this matter with urgency. <i>Highways emailed to report that looked at and could not see a problem.</i> <i>The Clerk had responded by emailing back stating the exact position and reaffirming that this still needed to be dealt with as a matter of urgency.</i>	Harvey Siggs asap Clerk Harvey Siggs Highways	4.	Contact Dog Warden MDC to ask advice and/or extra signs denting consequences to dog fouling on Playing Field Contacted Dog Warden stated that would look at and report back. <i>Clerk had not been contacted by Dog Warden and she is difficult to contact. Clerk to chase</i>	Chase Clerk	5.	Cllr Daniels reported that the new site was now accessible, but Planning Applications cannot be accessed for previous months. Clerk to make enquiries from MDC The Clerk had contacted Planning Dept who were willing to talk through the site with Cllr Daniels as it was thought that past planning could be viewed. <i>Cllr Daniels was now aware of how to use the new Planning Web-site, but had found it difficult to utilise to gain the information needed.</i>	Completed	
ACTION POINTS	ACTION BY DATE	NAME																				
1.	Adopt Financial Regulations and place on Web-site <i>Clerk & Cllr Daniels held meeting to discuss Forwarded Councillors Draft financial Regs Propose to Adopt at Meeting when completed</i>	Meeting Agenda																				
2.	Dog Fouling Bin Needs to be positioned When positioned notify MDC who will place sign FOC When positioned notify MDC who will arrange to empty Downside had been consulted by Dist Cllr Carter about the position of the dog fouling bin - now the lengthsman and Cllr Jeremy Padfield will arrange to fix.	Clerk Cllr Jerermy Padfield Clerk Clerk																				
3.	Traffic signs obscured by vegetation - Highways have cut around sign, but vegetation obscuring motorist view is the responsibility of landowner. Landowner being Downside. Chairman reported that Downside had made an excellent job of cutting back at the junction, but wondered if a further 50 yards along the main road toward the lay-by could be cut back also. The vegetation coming south to chicane(Bath View to Bainsbury View) still needs to be cut. Clerk to contact Harvey Siggs who had previously agreed to deal with this matter. The Clerk had contacted Harvey Siggs PA stating it was a Health & Safety issue, who would chase this matter with urgency. <i>Highways emailed to report that looked at and could not see a problem.</i> <i>The Clerk had responded by emailing back stating the exact position and reaffirming that this still needed to be dealt with as a matter of urgency.</i>	Harvey Siggs asap Clerk Harvey Siggs Highways																				
4.	Contact Dog Warden MDC to ask advice and/or extra signs denting consequences to dog fouling on Playing Field Contacted Dog Warden stated that would look at and report back. <i>Clerk had not been contacted by Dog Warden and she is difficult to contact. Clerk to chase</i>	Chase Clerk																				
5.	Cllr Daniels reported that the new site was now accessible, but Planning Applications cannot be accessed for previous months. Clerk to make enquiries from MDC The Clerk had contacted Planning Dept who were willing to talk through the site with Cllr Daniels as it was thought that past planning could be viewed. <i>Cllr Daniels was now aware of how to use the new Planning Web-site, but had found it difficult to utilise to gain the information needed.</i>	Completed																				

	6.	The PC to change its Web provider from Future-interactive to Zen Internet for a lower price (£57.87) and a better service, plus more user space.	asap	Cllr Daniels	Cllr Daniels
	7.	Organise changing and setting up new domain name - after which to organise with Clerk to set up Direct Debit.	3-4 weeks	Cllr Daniels	Cllr Daniels
	8.	The Giveaway sign at the MSN end of the Village at the last/first pinchpoint was not in place - it was lying on the verge. To be reported to Highways. <i>To contact to ascertain if Highways have removed the sign for maintenance?</i>		Clerk	Clerk
	9.	A letter of engagement to be sent to Mr Trevor Letcher re his appointment as footpath warden.	Completed	Clerk	Clerk
	10.	The Clerk to contact PCSO Housley to request that the police report be forwarded 3 days prior to the PC Meeting so as to be included.	Completed	Clerk	Clerk
	11.	An advert had been placed in the Parish Newsletter for Councillors to be adopted onto the Parish Council and the Chairman would personally approach a couple of parishioners to ascertain any interest. Cllr Daniels would organise a leaflet to advertise Councillor vacancies to distribute in the village.	Completed	Chair Cllr Daniels	Chair Cllr Daniels
	12.	The Notice of Arrangements for the Inspection of accounts by parishioners to be placed on the Notice board.	Completed	Clerk	Clerk
	13.	The relevant paperwork to be given to the Internal Auditor for examination.	20/5/2014	Clerk	Clerk
	14.	Last month's Playground Check-List to be given to Clerk.	Completed	Cllr Stock	Cllr Stock
9.	COUNTY COUNCILLORS REPORT: Nothing received.				
10	DISTRICT COUNCILLORS REPORT: Nothing received.				
11	POLICE MATTERS: PCSO Housley gave her apologies but had forwarded a Report as follows: 19/04 Motorbikes in the school grounds. 28/04 Report of fireworks being let off in school grounds. 12/05 Report of a suspicious vehicle sighted in Watery Lane. 11/05 Report of drunk males on school grounds. Cllr Daniels reported that there had also been a drug raid in Linkmead				
12	PLANNING MATTERS: 12.1 <u>Applications:</u> None 12.2 <u>Permission granted by MDC :</u> Ref:2014/0337/HSE Ivy House, Nettlebridge Ref:2014/ Oval House, SOF Ref:2014 The Mead Cllr Daniels, in consultation with MDC Planning Department had ascertained that No conditions had been placed on the approvals for either The Oval House or The Mead Planning Applications as had been suggested at previous meetings. Our PCSO had reported that it was not against the law to park on the pavement. Regarding the parking problems surrounding this property it was reported that the PCSO would have a word with the resident.				

13	<p>INSURANCE: The Clerk reported that 3 quotations had been received from Aon, Zurich and the present insurers Came & Company. The cheapest at £592.41 was Aon and the dearest Zurich at £700. The broker's (Came & Company) renewal quote at £ 650.36 was approximately £50 dearer than Aon, but the Clerk stated that the extra cost was worth the personal help and advice obtainable. All Councillors agreed to stay with Came & Company and to pay the renewal of £650.36 The Clerk to forward payment due on the 01 June 2014. Cheque No.000991</p>	
14	<p>FINANCIAL MATTERS: The Clerk was unable to present BT/Broadband charges as her Internet Service was disrupted.</p> <p>An Invoice from Eagle Plant for a strimmer etc amounting to £746.59 was agreed to be paid by all Councillors present. Cheque No. 000989</p> <p>Data Protection registration amounting to £35 was agreed to be paid by all Councillors present. Cheque No. 000990</p> <p>An Invoice for Lengthsman duties from Wayne Palmer amounting to £240 was agreed by all Councillors present to be paid. Cheque No. 000988</p> <p>The Clerk stated that The Notice of Arrangements for the Inspection of accounts by parishoners had been placed on the Notice board and that the Internal Auditor (Ty Schlecter) had been engaged.</p> <p>The Clerk and the Chairman read out the Declarations on Section 2 of the Audit Form and all Councillors present agreed for this to be completed and signed.</p> <p>The Clerk to forward the Audit Return to the External Auditors, Grant Thornton, when the Internal Audit had been completed.</p> <p>It was noted that the Bank Statements had not been received by the Clerk this month.</p>	
15	<p>COMMUNITY GARDENS: Cllr Stock stated that there was nothing to report from his playground inspections, other than left rubbish. He supplied the Clerk with his Inspection Report for the last 2 months.</p> <p>The Chairman read out an email request regarding the recording of playground sites around the UK to be placed on a Web-site. This would enable visitors to locate a playground in the area. All Councillors agreed for this information to be forwarded and the Clerk to send the email enquiry to Cllr Jeremy Padfield to implement.</p> <p>Cllr Jeremy Padfield had received reports that vehicles were being driven on the Community Gardens. Therefore, he proposed that a chain and padlock be placed on the large gate to the Gardens. All Councillors agreed for Jeremy to purchase.</p>	
16	<p>STREET CLEANING/LENGTHSMAN SCHEME: Cllr Daniels reported that he was in possession of the strimmer and the Clerk had confirmed with the insurers that, whilst housed with him, this would be covered under the policy.</p> <p>Cllr Daniels requested that a petrol can and gloves be purchased for use with the strimmer and all Councillors present agreed.</p>	

	<p>Cllr Daniels stated that Wayne Palmer (the Lengthsman) had performed the following tasks:-</p> <table border="0"> <tr> <td>Cut Community Gardens x 3</td> <td>9 hours</td> </tr> <tr> <td>Cut branches & growth obstructing signs either end of village.</td> <td>2 hours</td> </tr> <tr> <td>Cut around footpaths near roundabout.</td> <td>30mins</td> </tr> <tr> <td>Cut around signs at Watery Lane.</td> <td>15mins</td> </tr> <tr> <td>Strimmed around Community entrances.</td> <td>15mins</td> </tr> <tr> <td>Strimmed & cut around VH new car-park & front VH. (still behind the VH to do)</td> <td>1 hour 30mins</td> </tr> <tr> <td>Cut around the wooded area at bottom of Community Garden.</td> <td>1 hour</td> </tr> <tr> <td>Strimmed up the side of pavement leading to Killersnap.</td> <td>1 hour</td> </tr> <tr> <td>Cut the growth around footpaths & styles.</td> <td>30mins</td> </tr> <tr> <td>Total Hours</td> <td>16</td> </tr> </table> <p>It was reported that the pavements had been sprayed throughout the village, by Highways, 3-4 weeks ago.</p>	Cut Community Gardens x 3	9 hours	Cut branches & growth obstructing signs either end of village.	2 hours	Cut around footpaths near roundabout.	30mins	Cut around signs at Watery Lane.	15mins	Strimmed around Community entrances.	15mins	Strimmed & cut around VH new car-park & front VH. (still behind the VH to do)	1 hour 30mins	Cut around the wooded area at bottom of Community Garden.	1 hour	Strimmed up the side of pavement leading to Killersnap.	1 hour	Cut the growth around footpaths & styles.	30mins	Total Hours	16	
Cut Community Gardens x 3	9 hours																					
Cut branches & growth obstructing signs either end of village.	2 hours																					
Cut around footpaths near roundabout.	30mins																					
Cut around signs at Watery Lane.	15mins																					
Strimmed around Community entrances.	15mins																					
Strimmed & cut around VH new car-park & front VH. (still behind the VH to do)	1 hour 30mins																					
Cut around the wooded area at bottom of Community Garden.	1 hour																					
Strimmed up the side of pavement leading to Killersnap.	1 hour																					
Cut the growth around footpaths & styles.	30mins																					
Total Hours	16																					
17	<p>HIGHWAYS: The Clerk to enquire about the Giveway Sign already reported to Highways, as it had now disappeared from the verge where it had been displaced.</p>																					
18	<p>FOOTPATH: The Clerk to contact Downside regarding the fence which had collapsed onto the pavement on the North side of the village. Located on the left-hand side towards the layby. It is thought to be on Downside property.</p>																					
19	<p>PARISH FORUM REPORT: There was nothing to report. The Clerk to check the date of the next Meeting.</p>																					
20	<p>WEB-SITE: Nothing to report.</p>																					
21	<p>WAR MEMORIAL: It was agreed that the War Memorial should be cleaned for the anniversary of the First World War. The Chairman reported that he was in possession of the War Memorials Bulletin from which a grant might be obtained from the War Memorial Trust for cleaning. After discussion, it was agreed that Cllr Jeremy Padfield would make enquiries into the method and cost of cleaning the memorial and report back at the next meeting.</p>																					

22 CORRESPONDENCE:

1. Web Hosting	Annual Fee Due 14 May 2014
2. Insurance	3 times quotes: Came & Co £650.36 Aon £592.41 Zurich £700
3. Eagle Plant	Invoice Strimmer £746.59
4. I C O	Data Protection Annual Renewal £35 (2 June)
5. PCSO Housley	Email response to request for Report to be sent 3 days before meeting. Will try but not always possible sent 18 May – but no report! Emailed back to ask if attending meeting. Replied with Report.
6. Claire McHugh	Email re request for details of playground for website mapping playgrounds in UK <i>Pass to Jeremy</i>
7. Mendip Mobile Advice Service	Laura Miller emailed: Suggestion for a manager to address the PC whom working with. Once per year would be at an ordinary meeting or more widely public meeting. <i>Invite to next APM</i>

Magazines/ Brochures:

Planning: Application: None.

Permission granted: 2014/0337/HSE Ivy House, Nettlebridge
Oval House

Bank Statements: April Business Reserve A/C
Current A/C

Letters sent: Mrs Barbara Jones Mr Trevor Letcher

Emails sent: PCSO Housley SALC

Cheques: Valerie Attwood (BT/Broadband)
Eagle Plant £746.59
Information Commissioner £35
Wayne Palmer £240
Broker Network Ltd £650.36

23 MATTERS OF REPORTS & ITEMS FOR NEXT MEETING:

There was nothing to report.

24 DATE OF NEXT MEETING:

24.1 The date of the next Meeting will be on **Wednesday 11 June 2014 at 7.45 pm.**

24.2 There being no other business the meeting closed at 9.14 p.m.

CHAIRMAN _____ **DATE** _____

