

**Minutes of the 954<sup>th</sup> Meeting of the Stratton-on-the-Fosse Parish Council  
Held in the Village Hall on 18 July 2016**

**PRESENT:** Councillors: Mr John Padfield(Chairman), Mrs J Davies(Vice-Chair), Mr D Stock, Mr K Fosdyke, Mrs S Crawshaw.

**IN ATTENDANCE:** Dist Cllr John Carter, Clerk, Jacky Smith(Village Agent).

**PUBLIC FORUM:** Action

**1. APOLOGIES:** Mr Jeremy Padfield, Mr M Daniels, Mrs H Murtagh, Mr A Norris, Mr G Downes, Dist Cllr Rachel Carter, CC Harvey Siggs.

**2. MINUTES:**  
The Minutes of the previous Meeting held on 20 June 2016 were approved and signed.

**3. DECLARATION OF OFFICE:**  
The Chairman signed the Declaration of Office.

**4. DECLARATION OF NEW INTERESTS:**  
There were none.

**5. MATTERS ARISING:**

**Action Points – From the Meeting of 20 June 2016**

	Action by date	Name
1. Adopt Financial Regulations and place on Web-site – when completed.	pending	Cllr Daniels
<p>Report to Highways that signs at North end of village were obscured by trees. Also that the White Post Roundabout was in need of cutting. Clerk to chase this item. <i>H/ways(Derek) will speak to tree surgeon 3/2/16 Clerk contacted tree surgeon direct; stated not responsible for cutting trees on opposite side of road (maybe Carnival Club). Inspection undertaken and declared not a hazard. Suggested contacting Call Centre to report and ask for another inspection of site and get ref number Clerk had contacted call centre and reported again. It was noted that when the trees were in full leaf it was a problem</i></p>		
2.	Not considered an issue	
3. BHF (PADS) Make further enquiries as to what training given and how much time this involved. Funding run out – new scheme to run in March. <b>Clerk to check funding available or other avenues.</b>	Pending until next mtg	Clerk
4. <b>Resident spoken to by Cllr Stock and confirmed will be dealing with in due course.</b>		
5. Speak to resident in connection with dog fouling in the Community Gardens. <b>Since a report was made in Parish Newsletter the problem has debated.</b>		

- |     |   |           |                       |
|-----|---|-----------|-----------------------|
| 6.  | Declaration of Officer signed by Chairman. <b>Signed at July Meeting</b>  | Completed |                       |
|     | Cllr Jeremy Padfield to engage a person to weed spray around the village.   |           |                       |
| 7.  | Cllr Jeremy Padfield stated that he would contact the Bursar at Downside to ask if its groundsman could weed spray the village on a permanent basis. <b>Contacted Bursar but no response as yet.</b>                    | pending   | Cllr<br>Jeremy P      |
|     | To be placed on the L/man's List: Bus Shelter clean, attention given to the Old Telephone Kiosk, remove debris at the back of pinch points.   |           |                       |
| 8.  | L/man to attend to the sign obscured at South end of village.   | pending   | L/Man                 |
|     | Report to Highways: Manhole Sunk opposite 9 Middlemead, Water valve sunk southside of junction to Middlemead. The above give considerable vibration to house and complaints received from residents.                    |           |                       |
| 9.  | <b>Acknowledged with reference numbers:</b><br><b>294729 Sunken inspection Cover opposite 9 Middlemead Road Label U2741/10</b><br><b>294730 Water Valve sunk southside of junction to Middlemead Road Label A367/60</b> | reported  | Clerk                 |
|     | Copies of all relevant documents in accordance with Transparency Code and Audit requirements to be given to Cllr Daniels and placed on the Web-site.  |           |                       |
| 10. |   | completed | Clerk<br>Cllr Daniels |
| 11. | Forward Audit Return to Auditors plus Variances.  | completed | Clerk                 |
|     | Insurance quotes for car-scheme   |           |                       |
| 12. | Phone and contract costs for car scheme. <b>Minuted at no. 12.1&amp;12.2</b>  | completed | Cllr<br>Crawshaw      |
|     | Drains blocked throughout village.  |           |                       |
| 13. | On the B3355 on the bend at the Rugby Club trees in need of cutting back. Report to highways. <b>Acknowledged Ref No. 19.7</b>  | Pending   | Clerk                 |
|     | Enquire if the Community Gardens was eligible for the Centenary Fields Programme as it is leased from Downside.   |           |                       |
| 14. | <b>Emailed need to inform of length of lease. Agenda item next Mtg</b>  | Sept Mtg  | Agenda                |
|     | Obtain Quote for Sign Post painting   |           |                       |
| 15. | <b>Quote received. Minuted No.19.1 Agenda Item Sept Meeting.</b>  | Sept Mtg  | Agenda                |

## 6. COUNTY COUNCILLOR'S REPORT:

Nothing received.

## 7. DISTRICT COUNCILLOR'S REPORT:

Dist Cllr Carter reported on the following:

- Mendip District Council had returned to normal after the extra activity involved with the Referendum and Glastonbury Festival.
- Mendip was still continuing with the proposed shared services with other Councils to reduce costs.
- The Mendip Lottery was on-line to fund Voluntary and Community organizations.
- Also the de-valuation plan for the South West was in progress.

## 8. VILLAGE AGENT:

- 8.1 The Chairman introduced Jacky Smith (Village Agent) and invited her to speak to the meeting.
- 8.2 Jacky stated that she dealt with 12 villages (14 if hamlets were included) and had been 4 years in the role of Village Agent. The scheme was entirely funded by charity and 70% of Somerset was covered. Most of the clients were over 60 years old but the scheme was open to all. Contact could be made by phone or email.
- 8.3 The Village Agent was the first person to contact to ascertain who the best person/organization was to help with a particular problem. Mobility problems could be addressed and mobility facilities were available. Waste can be organized to be placed on the kerb-site on collection days. Over 55 year olds were entitled to fire brigade team to check fire safety within the home. Personal neck alarms can be sought.
- 8.4 Jacky thought that the car scheme would be fantastic, as travel problems can be an issue in the villages.
- 8.5 A Notice giving details of the Village Agent had been placed on the Parish Web-site. Jacky also gave out leaflets and cards giving her details. Also details would be placed in the Stratton Newsletter and on the Website. Jacky would also like to hear from any groups/organizations who would like her to go along and give more detail.

N/Board  
Website  
Parish  
Newsletter

*Jacky Smith left the Meeting at 8.25 pm*

## 9. POLICE REPORT:

- 9.1 The Chairman read out the Police Report received from PC Lucy Bagnowiec and PCSO Nikki Housley, which contained the following information:  
During the month there were 42 crimes reported on Beat AEO20 (this covers Alhampton, Binegar, Chilcompton, Cranmore, Ditceat, Doulting, Evercreech, Gurney Slade, Lydford on Fosse, Oakhill, Stoke St Michael, Ston Easton, and Stratton-on-the-Fosse).
  - 16 Assault
  - 0 Dwelling Burglary
  - 7 Non dwelling burglary
  - 4 Criminal damage
  - 4 Theft from vehicles
  - 1 Theft of a vehicle
  - 1 Theft of a pedal cycle
  - 3 Shoplifting
  - 5 Reports of Anti-social behaviour

Also one call 17/06/16 Garage broken into on Green Lane from Stratton.

- 9.2 Note: PCSO Housley's Beat Surgery will be held on 04/08/16 at 17.00-18.00hours.

- 9.3 The police website [www.avonandsomerset.police.uk](http://www.avonandsomerset.police.uk) has a dedicated “your area section” which can be accessed by entering postcode/area; where local beat teams and contact of individual officer can be identified and contacted via an email link.

## 10. PLANNING MATTERS:

### Applications:

There were none.

### Permission granted by MDC

**Ref:2016/0554/FUL** The George, Nettlebridge

Change of use to 2 off residential dwellings.

### Permission refused by MDC

**Ref:2016/0333/FUL** Former Stratton Motor Services,Fosse Way,SOF

Erection of 4-off dwellings.

***Dist Cllr John Carter stated that this was a marginal decision, as the plans were not good enough and made it hard to visualize. This would be rectified and an application would be submitted again.***

**Ref: 2016/0980/OTS** Land to the North of White Post Inn

The Clerk reported that Cllr Daniels had forward the Parish Council’s comments on the above planning application to the Planning Department at Mendip District Council. Cllr Daniels had copied the whole report to Mendip, which can be viewed on the MDC website.

Councillors wished to thank Cllr Daniels for his considerable work and passion involved with the above planning application.

## 11. FINANCIAL MATTERS:

- 11.1 An Invoice from **Wayne Palmer (Lengthsman)** amounting to **£450** for **2 months** work was agreed to be paid by all Councillors present. **Cheque No.001080**
- 11.2 An Invoice for Petrol for grass cutting the football field amounting to **£40.50** to be paid to **Jeremy Padfield** was agreed to be paid. **Cheque No.001083**
- 11.3 An Invoice for bark purchased for the Community Gardens amounting to **£91.90** was agreed to be paid by all Councillors present to **Jeremy Padfield**. **Cheque No.001082**
- 11.4 An Invoice for the purchase of a new gate for the Churchyard amounting to **£95** was agreed to be paid by all Councillors present to **Jeremy Padfield**. **Cheque No.001084**
- 11.5 An Invoice from **Mr T Schlecter** for completing the Internal Audit amounting to **£40** was agreed by all Councillors present to be paid. **Cheque No.001081**
- 11.6 The Clerk stated that a Petty Cash invoice would be submitted at the September Meeting.

11.7 The Grant to be given to the Community Gardens was to be on September's Agenda  
*(It was noted that the above £91.90 for bark was to be deducted from the Maintenance Grant).*

11.8 The Certificate of Insurance had been displayed on the Parish Notice Board and the Clerk would forward to Cllr Daniels for it to be placed on the website. Clerk  
Cllr  
Daniels

11.9 It was noted that the Bank Statements had not yet been received and therefore this would be reported on at the next Meeting.

## **12. CAR SCHEME:**

12.1 Cllr Crawshaw reported that the Liability Insurance was in hand – sharing with Mid-Somerset County Council – making the cost £15 per driver per year, thus with 6 drivers approximately £100 per year.

12.2 It was found that EE would be the provider with the best reception for Roddy Mellotte the co-ordinator, although this was not the cheapest. The contract was yet to be set up and would cost in the region of around £11-£12 per month, approximately £150 per year. An old/second hand mobile phone would be used, which would be adequate for the job.

12.3 There was no name or logo at present for the scheme. Cllr Crawshaw would organize a flyer to every house – the charge would be 50p per mile (driver reimbursed by 45p per mile). The work out average distances and price to give customer an indication of cost. Cllr  
Crawshaw

12.4 As soon as the drivers were on board, the CAB checks would be instigated –this would take approximately 8 weeks to become registered.

12.5 The Chairman, Treasurer and Secretary had yet to be elected.

12.6 The Scheme was still on track to be operational and launched on Village Day.

12.7 The Chairman thanked Cllr Crawshaw for all her work setting up the scheme.

12.8 The running costs of the scheme for 1 year of £200 to be placed on September's Agenda.

*Note: the above figures should be included in any future Budget calculations.*

Agenda

## **13. BURIAL GROUND:**

13.1 The Chairman stated that a meeting of the Burial Ground Working Party (Cllrs Padfield, Fosdyke Stock) had been held – the correct procedure to follow for burials was in urgent need of documenting as the Burial Ground had received its first request for burial. Things discussed were:

- 13.2 Rules and Regulations consisting of 8-9 pages, which had been forwarded by Holcombe PC, were to be used in its entirety. It was ascertained that plots needed to be placed East to West.
- 13.3 The Chairman was in receipt of charges made by Chilcompton PC and the Clerk had requested the same from Holcombe PC.
- 13.4 The Rector of St Vigors had agreed to maintain the Burial Records in the Parish Burial ground as he holds the records of those in St Vigors Churchyard.
- 13.5 The Parish Council would engage Brian Bailey to cut the grass and would need to negotiate payment on a full-time basis.
- 13.6 When all of the above matters had been clarified, the Working Party would ask the Parish Council to approve its recommendations.
- 13.7 When the Rules of Management were finalized, copies of the Document would be sent to the following:
- Local Ministers of C of E, Methodists and RC Churches.
  - Clerk to the Parochial Parish Council.
  - Clerk to neighbouring Parish Council.
  - MDC Environment Services.
  - Local undertakers, memorial mason, grave diggers.
  - Adjacent land owner.
  - Stratton on the Fosse Parish Web-Site.
- 13.8 The Clerk had been advised by SALC that Councillors should go on a Cllrs Cemetery Course to obtain all the relevant information.

#### **14. COMMUNITY GARDENS:**

The Monthly Inspection Report completed by Cllr Stock was received by the Clerk: with nothing major advised.

#### **15. STREET CLEANING/LENGTHSMAN SCHEME:**

The following list of tasks completed by the Lengthsman over the last 2 months:

Work hours completed 30 hours amounting to £450.

- Cut the Playpark 7times.
- Strimmed the Playpark 7 times.
- Cut around Village Hall car park
- Cleaned up car parking area.
- Cut around Village Hall
- Strimmed around Village Hall.
- Strimmed Village Hall entrance.
- Strimmed along road in front Linkmead & chicane.
- Cut bank and removed bind weed from bars leading to South Street.
- Cut bank around electricity board next to Bainsbury View.

- Cut beside pavement leading to Bath View.
- Cut around chicane and bank and signs leading to Green Lane entrance.
- Filled the playpark back up with wood bark(not finished – on separate bill).
- Cut around footpath,style & triangle at Killings Knap opposite Manor Farm.

#### 16. HIGHWAYS:

16.1 It was noted that there were a catalogue of sunken drains (33 in total) throughout the village. Cllr Fosdyke volunteered to identify and report the drains in need of attention to Highways.

Cllr  
Fosdyke

16.2 It was noted that the A367 at Westfield was closed for major repairs.

#### 17. FOOTPATH:

Nothing to report.

#### 18. WEB-SITE:

Nothing to report.

#### 19. CORRESPONDENCE:

- |   |                                      |   |                |
|---|--------------------------------------|---|----------------|
| 1 | SCC                                  | Listening, Learning, Changing. Survey to fill out and return by 30/09/16 <b>Deferred till Sept Mtg – Action List</b>  | Action<br>List |
| 2 | SCC                                  | The Joint Strategic Assessment - Summary published at <a href="http://www.somersetintelligence.org.uk/jsma">www.somersetintelligence.org.uk/jsma</a>  |                |
| 3 | Chilcompton<br>PC                    | Bus stop request on the road between Chilcompton/Stratton/MSN, the road becoming Silver Street for the benefit of Whitegates Nursing Home.  |                |
| 4 | MDC                                  | Gypsy count at 14 July by 24 August 2016  |                |
| 5 | MDC                                  | Parish Info Bulletin – emailed to Councillors   |                |
| 6 | Cllr Daniels                         | Planning at White Post sent to Mendip and all Councillors and on Mendip website.  |                |
| 7 | SCC<br>Highways                      | Blocked drains – on planned gully maintenance programme for Year 2016.<br>Verges to be cut noted and on system to be inspected c/w references<br>Ref 295319 Overhanging Fosse Rd/Silver Street<br>Ref 295321 Visibility issue Killings Knapp<br>Ref:295320 Visibility Watery Lane |                |
| 8 | Avon and<br>Somerset<br>Constabulary | Report for June.  |                |
| 9 | Paul Emery                           | Quote for Signpost repair and paint.  |                |

**Planning Application:** None

**Permission granted:** Ref: 2016/0554/FUL The George, Nettlebridge

**Permission Refused:** Ref:2016/0333/FUL The former Stratton Motor Services, SOF

**Bank Statements:** Not received – to be brought to Sept Meeting

**Cheques:** W Palmer £450.00

T Schlecter £40.00

JD Padfield £40.50 JD Padfield £91.90 JD Padfield £95.00

**19 MATTERS OF REPORTS & ITEMS FOR NEXT MEETING:**

19.1 The Chairman stated that Cllr Downs had suggested that he stand down as Councillor due his lack of availability, but had suggested that his wife Catherine would be interested in joining the Parish Council. The Clerk to invite Catherine to attend the next Meeting and place Co-option on the next Agenda.

Clerk  
Agenda

19.2 It was noted that the finger posts in the parish had last been maintained approximately 25 years ago. The Clerk had obtained a quote for the painting and repair of finger posts in the village at a cost of £300 per post. This would be discussed at the next meeting in September.

Clerk  
Agenda

19.3 Cllr Stock volunteered to check on the number and condition of the signs.

19.4 Agenda Items:

- Co-option of Councillors.
- To discuss the painting/repairing Finger Posts Signs.
- To discuss the work the Lengthsman undertook.
- Grant for Car-Scheme £200
- Clerk's expenses.

**20 DATE OF NEXT MEETING:**

20.1 The date of the next Meeting will be on **Monday 19 September 2016**

20.2 There being no other business the meeting closed at 9.15 pm

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

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