

**Minutes of the 966th Meeting of the Stratton-on-the-Fosse Parish Council
Held in the Village Hall 16 October 2017**

PRESENT: Councillors: Mr John Padfield (Chairman), Mrs J Davies (Vice-Chair)
Mr D Stock, Mr A Norris, Mr K Fosdike, Mrs H Murtagh,

IN ATTENDANCE: Dist Cllr John Carter, Clerk, 2 members of the public.

PUBLIC FORUM:

Action

1. APOLOGIES,

Mr Jeremy Padfield, Mrs S Crawshaw, Mr M Daniels, Dist Cllr Rachel Carter,

MINUTES:

The Minutes of the previous Meeting held on 18 September 2017 were approved and signed.

2. DECLARATION OF NEW INTERESTS:

There were none.

3. MATTERS ARISING:

1	Adopt Financial Regulations and place on Web-site – when completed. Cllr Daniels has requested that the Clerk now completes.	pending
2	Contact Downside to increase lease of Community Gardens. <i>Decided on 25 year lease request. Downside granted 25 yr Lease to Community Gardens</i> Clerk to send letter of thanks and PC to acknowledge Downside's support of this community facility.	completed
3	To obtain 2 more quotes re painting finger-posts within the parish The Clerk contacted Chilcompton PC for info on its sign re-painting Clerk in receipt of contractor's name but before contacting for a quote will await the outcome of sign post survey. A survey carried out lists 6 Finger posts: 2 off with 4 fingers, 3 off with 3 fingers, 1 off with 1 finger	Clerk Quote next mtg
4	BT Telephone box in need of repair: Glass replaced and painted Suggested using perplex. <i>Perplex purchased. Chairman will ask Phil Phippen to fix</i>	asap
5	Letters re sponsorship to be sent to: St Benedicts, St Vigors, VH Trust Letters to local companies, inviting sponsorship sent. <i>£300 received from St Benedicts and St Vigors Thank you letters sent</i> £300 received from VH Trust – Clerk to send thank you letter.	Completed
6	Order placed with Heartsafe, but need Post Code for Village Hall before processing – now forwarded. Confirmed with Heartsafe that the training sessions would take place 2 months after installation of the Defibrillator	completed
7	Sliver Birch area in need of weeding. <i>Improved – more work needed</i>	asap
8	Discuss doing something special at November 2018 Remembrance Service	defer
9	Nick Taylor to be asked to cut back tree at War Memorial; after okaying with neighbour. Chairman will contact and sort Cllr Norris reported that a stone was loose on the Memorial and was in need of repair Also to place on list on L/man duties to keep Memorial tidy.	Chairman Asap L/man
10	Stones fallen onto pavement from a stone wall at Nettlebridge. Investigate who the landowner is and contact. An engineer has been arranged to inspect the wall	pending
11	Parking issue in South Street. Refuse vehicles denied access also emergency services would have a problem. A concern as Nursing Home in this road. Clerk reported to Highways and police. <i>Police will look into this matter.</i> Highways will paint white hatching lines.	pending
12	The state of property at Church Row, believed to be owned by Downside, has been reported by a parishioner. Downside's groundsman will tidy.	pending
13	Enquire whether MDC supplies No Dog signs – left message no response to date.	Clerk pending

14	Grit Bin – moved to enable to access – needed to be drained in first instance. Also the broken Grit Bin was in need of replacing. Clerk obtained quotes – Oct Mtg Deferred until Nov Mtg	Chairman
15	Plaque to recognize Downside’s contribution to community facility. Dist Cllr Carter to draft wording. Wording decided as “To celebrate the historic connection of Downside Abbey and our village” Cllr Stock to obtain sample.	Cllr Stock
16	Dist Cllr John Carter would look into Planning application at Pitcot Lane to ascertain whether the correct procedure had been taken to complete. Minuted at Item 5.2	completed
17	A thank you letter to the Glastonbury Festival Carnival Club for the monies received for the purchase of a Defibrillator.	Completed
18	Organize an electrician for the installation of the Defibrillator when received.	Cllr Jeremy Padfield
19	A guardian to be appointed to oversee taking off the data every 2 weeks	Oct Agenda
20	Report rubbish bin at Middlemead entrance to Community Gardens in need of emptying.	Completed
21	Letter of thanks to Downside for the extension of lease to 25 years.	Completed
22	New Contract for Lengthsman	Nov Meeting
23	Light No2 at Middlemead still not working. Chase	Completed
24	Report street sign at Sunnymead in situ but off posts. To Chase	Clerk
25	Collate information on SiD’s to forward to CC Mike Pullin to submit for a SIS grant	Cllr Daniels

4. COUNTY COUNCILLOR’S REPORT:

No Report received, but if an issue arises Mike Pullin is more than willing to offer advice/help if contacted via the Clerk.

5. DISTRICT COUNCILLOR’S REPORT:

5.1 Dist Cllr John Carter reported that Mendip’s Planning Department was under pressure at the moment, due to staff changes etc, and therefore the planning process might be slower at present.

5.2 Dist Cllr Carter had emailed the Clerk, who forwarded to Councillors, the outcome of checking with Mendip the planning application for Pitcot Farm raised at the PC’s last meeting. The Coles who own the farm have no connection with Mendip. The agent who acted for them, and put the application in, is a Mendip District Councillor and therefore had to declare that fact. The agent puts in lots of applications throughout the Mendip area, but the application still has to go through the planning process.

2 Members of the public arrived at this point 8.15 pm

6. POLICE REPORT:

No Report received.

7. PLANNING MATTERS:

Applications:

Ref:2017/1930/HSE

Location: Beech Cottage

Proposal: Erect double garage with axillary accommodation

All Councillors present agreed to approve this application.

Permission granted by MDC: None received.

Temporary Road Closure: Old Frome Road to Underhill

8. FINANCIAL MATTERS:

An Invoice from **W Palmer** for lengthsman duties amounting to **£320** was agreed by all Councillors present to be paid. **Cheque No 001137**

The Annual subscription to **Cam Valley Wildlife Group** amounting to **£5** was agreed by all Councillors present to be paid. **Cheque No. 001135**

An Invoice from **Cleeve Nursery** for plants amounting to **£144** paid by Cllr Daniels was agreed by all Councillors present to be reimbursed. **Cheque No. 001141**

An Invoice from **Norton Green Farm Garden Centre** for Shingle & Farmyard Manure amounting to **£11.80** paid by Cllr Daniels was agreed by all Councillors present to be reimbursed. **Cheque No.001140**

Cllr Murtagh arrived at this point 8.26pm

The Clerk was in receipt of the External Auditors Report. The Audit Return Yr End 2017 had been certified with two items for attention, which did not affect the opinion/result.

- Petty Cash: The Internal Auditor should not have answered “Yes” in relation to Petty Cash on the Audit Return, as the Parish Council does not operate a petty cash system.
- Order of signing Section 1 & 2: The Parish Council had considered, approved, and signed the Annual Governance Statement (Section 1) and the Accounting Statements (Section 2) on the same day and under the same Minute reference. The Clerk was to query this, as information received from the Auditors stated that this could be done at the same Meeting as long as it was Minuted.

The bank Statements were reconciled and signed.

9. VILLAGE HALL TRUST:

9.1 Suzanne Kingsberry reported that, regretfully, Jane Parfitt was giving up the position of Booking Clerk for the Village Hall. Therefore the Village Hall Trust would be looking to replace, but had thought to include this position with a caretaker, making it another paid role; with the village hall cleaner making two paid workers. This would be a part-time position ie 8-10 hours per month. Suzanne wanted to check, before placing an advert, whether the Parish Council would consider sharing the resource? The Village Hall Trust would ask that the Parish Council discussed this option, but would go ahead on its own if the decision was not to take up the offer.

9.2 Another issue was the problem of drugs be used in the Village Hall car-park. The problem was discussed, with a view of how best to combat this issue. It was suggested that advice from the police should be sought and the Clerk was to forward the new PCSO’s contact details to Suzanne. Also CCTV was mentioned, but the cost would have to be determined.

9.3 The Hall Clock was not working, due to the wall behind being damp. It was thought this could be a task for a caretaker to undertake.

Suzanne and Jane left the meeting at this point 8.41 pm

10. DEFIBRILLATOR:

- 10.1 The Defibrillator had been delivered to the Chairman and the Clerk had confirmed that Heartsafe would attend a meeting to give training two months after the Defibrillator had been installed.
- 10.2 An Electrician was need for installation and the Chairman would obtain a quote for the next meeting.
- 10.3 A Guardian (a person to download data from the Defibrillator) was needed. This to be discussed at the next Meeting.
- 10.4 The installation of the Defibrillator and its location needed to be advertised. This to be discussed at the next Meeting.

11. BURIAL GROUND:

There was nothing to report.

12. CAR SCHEME:

Cllr Crawshaw was not in attendance, but had emailed that there had only been two regular clients since the last meeting and that she would further report on the scheme at the next meeting.

13. COMMUNITY GARDENS:

- 13.1 The monthly Inspection Report for the Community Gardens was received from Cllr Stock, with nothing to report on maintenance. A half full bottle of wine was found under the slide.
- 13.2 The bench however had been displaced and needed the Lengthsman to reinstate in the correct place and fix securely.
- 13.3 Dist Cllr John Carter had composed wording for the plaque proposed for Downside's contribution to the community. After discussion, the wording and size was decided upon, but Cllr Stock would organize a sample before purchasing the plaque
- 13.4 The problem of drugs being used in the Village Hall car-park was discussed and Cllr Murtagh suggested that censored flood lights might be the answer; much cheaper then CCTV cameras. The Clerk to contact Suzanne about this suggestion.

14. STREET CLEANING/LENGTHSMAN SCHEME:

- 14.1 The lengthsman's duties for 20 hours were as follows:
- Cut Community Garden
 - Cut hedges
 - Clear Chicanes
 - Cut around signs
 - Wash Signs
- 14.2 The Clerk presented quotes for the damaged Grit Bins. A discussion took place as to whether the grit bin should be replaced at the entrance to Bath View, as it is on the opposite side of the road and is not in the best position to be of use. It was suggested that a Grit Bin would be better placed in Horns Close; this to be investigated. It was decided to defer the decision on purchasing until the next meeting.

15. HIGHWAYS:

- 15.1 Discussion took place as to whether SID's were the correct traffic control for the village.
- 15.2 It was agreed that Cllr Daniels had undertaken a lot of work to seek out which SID was the most suitable and in collecting data on speeding. Councillors were not convinced however that a SID, which would incur a considerable cost to the Parish Council, would make a difference to the speed through the village.
- 15.3 Cllr Murtagh suggested that a different system to control speed, ie a sensor controlled traffic system, might be a better option. This system uses traffic lights; the speed of vehicles is monitored through the village and if shown to be over the speed limit a red light stops the vehicle at the end of the village. This deters traffic from speeding, as motorists know that their vehicle will have to stop if travelling too fast. This system has been trailed in Scotland. Cllr Murtagh will investigate further and forward any information received.
- 15.4 It was proposed that an application be made to the SIS (Small Improvement Scheme), along with data held by Cllr Daniels on speeding, to County Councillor Mike Pullin.

16. FOOTPATH:

There was nothing to report.

WEB-SITE:

There was nothing to report.

17. CORRESPONDENCE:

- 1 Pam Wood Request for Bus stop at Pitcote Cross for 174
- 2 Karla March Request to know when small grants programme opens.

- 3 St Margaret's Donation request
Hospice
- 4 Somerset Christmas Concert 16 December 2017 at 7pm at Wells Cathedral
Community
Foundation
- 5 MDC Parish Forum 6pm at MDC Council Chambers 26/09/17
- 6 MDC Parish Information Bulletin
- 7 Grant Thornton Audit Return Yr End 2017

Planning Application: Ref 207/1930 Beech cottage

Planning permission: None

Temporary road closure: Fosseyway A367 from 350m south of the junction with Watery Lane Southwards for 1120 metres.

Bank Statements: Business Reserve A/C June £ 23,758.11
Current A/C 50.00

Letters/Emails sent: Downside thank you for extension of Lease
Carnival Club thank you for sponsorship

Cheques: Cam Valley 5.00
W Palmer 320.00
Norton Green Farm Centre 11.80
Cleeve Nursery 144.00

20 MATTERS OF REPORTS & ITEMS FOR NEXT MEETING:

Agenda Items for next Meeting:

- SID's
- Defibrillator

21 DATE OF NEXT MEETING:

21.1 The date of the next Meeting, will be on **Monday 20 November 2017 at 7.45 pm**

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

CHAIRMAN _____ **DATE** _____