

**Minutes of the 968th Meeting of the Stratton-on-the-Fosse Parish Council
Held in the Village Hall 20 November 2017**

PRESENT: Councillors: Mr John Padfield (Chairman), Mrs J Davies (Vice-Chair)
Mr D Stock, Mr A Norris, Mr M Daniels.

IN ATTENDANCE: Dist Cllr Rachel Carter, Clerk.

PUBLIC FORUM:

Action

1. APOLOGIES,

Mr Jeremy Padfield, Mrs S Crawshaw, Mr K Fosdike, Mrs H Murtagh, Dist Cllr John Carter, CC Mike Pullin, PCSO.

2. MINUTES:

The Minutes of the previous Meeting held on 16 October 2017 were approved and signed.

3. DECLARATION OF NEW INTERESTS:

There were none.

4. MATTERS ARISING:

1	Adopt Financial Regulations and place on Web-site – when completed. Cllr Daniels has requested that the Clerk now completes.	pending	
2	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: 2off with 4 fingers, 3off with 3 fingers, 1off with 1 finger. Minuted at 17.5	next mtg	
3	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	
4	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	
5	Sliver Birch area in need of weeding. <i>Improved – more work needed</i>	completed	
6	Nick Taylor to be asked to cut back tree at War Memorial; after okaying with neighbour. 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.	completed	
7	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	
8	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	
9	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	
10	Enquire whether MDC supplies No Dog signs – left message no response to date.	Clerk pending	
11	Grit Bin – moved to enable to access. Highways moved. Also the broken Grit Bin was in need of replacing. Clerk obtained quotes-Oct Mtg Deferred until Helen reports back on Horns Close	completed Dec mtg	
12	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 purchase . Minuted at 15.2	Cllr Stock	
13	Organize an electrician for the installation of the Defibrillator when received. Quote received and accepted – Clerk to proceed. Minuted at 12.1	Clerk	
14	A guardian to be appointed to oversee taking off the data every 2 weeks. Minuted at 12.2	Dec Agenda	
15	New Contract for Lengthsman	pending	
16	Report street sign at Sunnymead in situ but off posts. To Chase	Clerk	

17	Collate information on SiD's & forward to CC Mike Pullin to submit for a SIS grant Minuted at 17.4	Completed.	
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The Clerk reported that all Government Pension requirements on behalf of Stratton on the Fosse Parish Council had been completed; with no person enrolled.

5. COUNTY COUNCILLOR'S REPORT:

No report received, but CC Mike Pullin would be happy to be contacted if the Parish Council had a problem.

6. DISTRICT COUNCILLOR'S REPORT:

6.1 CC Rachel Carter reported that the retailer that had taken over Doug Quarry, Charlie Bigham (ready meals), was having problems finding skilled/qualified workers in the area.

6.2 Cllr Daniels queried the planning information available on-line; name of Case Office along with all documents should be published, which at the moment was not the case. CC Carter would look into this matter and report back.

7. POLICE REPORT:

A detailed police report had been received from PCSO Sheila Thompson, those relating to Stratton are as follows:

- 03/10 Report of dangerous driving towards Shepton Mallet.
- 11/11 Diesel spillage A367, Police & Highways attendance.

8. PLANNING MATTERS:

Applications:

Ref: **2017/2917/TPO**

Applicant: Mrs Sarah Bacik

Location: Pitcot Cottage, Pitcot Lane, SOF

Proposal: Works to TPO trees:

Reduce crown by 2-3m a& shape to help prevent branch failure of Goat Willow(T1).

Reduce limb that grows towards house by 203m on an Ash(T2).

Fell two hollies (T3 T4) & fell dead tree to ground level (T5).

Cllr Davies had made a site visit, but nobody was in residence and the trees could not be identified, due to the mess of the garden and the plan was useless.

During the following discussion, Councillors present were happy for the other trees to be reduced and shaped, but were not in agreement with the holly trees being felled. Cllr Daniels reported that holly trees were not common in this region. It was noted that a preservation notice had been made initially and it was not clear what had changed other than wanting a better view. Therefore Cllr Daniels proposed not to support this application for reason of the 2 holly trees – all Councillors present were in agreement.

Ref: **2017/2724/LBC**

Applicant: Downside Abbey Trustees

Location: St Benedicts Primary School, Abbey road, SOOF

Proposal: Proposed conversion of a single story building to form a dwelling.

All Councillors present agreed to the approval of this application as it was thought to be a good use of a derelict building.

Ref: 2017/2813/SHE

Applicant: Mr Ryan Davies

Location: 8 The Mead, SOOF

Proposal: Proposed erection of a single story rear extension & garage to convert to a Workshop.

All Councillors present were in agreement that the Parish Council should approve this application, which was felt could only approve the appearance of the property.

Permission granted by MDC:

Ref: 2017/1940/SHE Beech Cottage

Ref: 2017/2125/APP Plot 3 Fosse Way, SOOF (Split Decision)

The details submitted pursuant to conditions 3,4,10 of planning consent 2016/2643/FULL are acceptable & sufficient to satisfy the pre-commencement component of this condition.

The Parish Council were in receipt of an ***Advance Notice*** of a ***proposed planning application: South Street - 3 bed house from Tony Langridge***. Also the proposal to demolish the current garages adjacent. Information received was as follows:

Detailed plans relating to the proposed construction of a new 3 bed house at the above. This would be an infill development in a similar style to The Poppies. We hope it will be favourably received by the planning authority in a similar way to the developments at the Stratton Motor Company and Bainsbury View sites.

The house has been designed to what used to be the Lifetime Homes standard, this is now Part 4 (2) of the Building Regulations. This provides for a more accessible home with wider circulation areas, adaptability in the future [for example using the study as a ground floor bedroom] and level access to and from the house.

Externally with the removal of the garages which are currently only lightly used the availability of parking on South Street will be improved.

It is intended to submit the application shortly but would be happy to take on any further advice or comment from the Parish or answer any questions.

Councillors present were of the opinion that it would be more desirable to have 2 semi-detached houses as starter homes. These would be more in keeping with the surrounding area ie The Poppies development. Also that the garage space could be used for parking. After discussion on the above Notification, all Councillors agreed that the Parish Council should make a strong objection to this plan. It was decided that the Chairman should report back the Parish Council's objections to Mr Langridge and thus preempt the Planning Application.

Dist Cllr Rachel Carter would look at the site.

Dist Cllr Carter left the Meeting at this point 8.35 pm

9. FINANCIAL MATTERS:

An Invoice from **W Palmer** for lengths man duties amounting to **£320** was agreed by all Councillors present to be paid. **Cheque No.001142**

An Invoice from **Tibbs Tree Surgeons Ltd** for weed spraying amounting to **£216** was agreed to be paid by all councilors present. **Cheque No.001143**

An Invoice amounting to **£122.07** for **BT/Broadband** was agreed to be paid to the Clerk. **Cheque No.001144**

An Invoice amounting to **£120** from **Grant Thornton** for **Yr End 2017 Audit Return** was agreed by all Councillors present to be paid. **Cheque No.001145**

The bank Statements were reconciled and signed.

10. AUDIT RETURN:

10.1 The Clerk had challenged the external Auditors (Grant Thornton) over the comment made at the completion of the Audit Return; namely the order of signing Section 1 and 2 of the Annual Return. The Clerk reported that the correct procedure had been taken by treating Section 1 and Section 2 as separate items when signing of at the same Meeting and Minute it as such. The Auditors agreed and have forwarded revised notes. Petty Cash now being the only item to be taken into account at the next Audit; ie not to be included in the Audit, as the Parish Council does not operate a petty cash system as such.

10.2 The Clerk gave Cllr Daniels the certified Audit Return with the Auditors Revised Notes for insertion on the Parish Web-site.

11. VILLAGE HALL TRUST:

The Chairman confirmed that the Parish Council would not be taking up the Village Hall Trust's invitation to share in the cost of employing a caretaker and that Suzanne Kingsberry had been informed.

12. DEFIBRILLATOR:

12.1 It was agreed by all Councillors present to proceed with a quote from Somer 2000 to install the recently purchased defibrillator amounting to £180.84 plus Vat. The Clerk to contact and confirm with Somer 2000.

12.2 The role of a Guardian for the Defibrillator was discussed. It would involve an inspection at 2 weekly intervals to download the data from the Defibrillator (instructions are included in the Defibrillator package). This can be scanned on a phone or computer based at home.

12.3 Cllr Daniels volunteered to be a guardian, but another Guardian would be needed to cover sickness, holidays etc. When decided, a letter needed to be forwarded to advise Heartsafe of contact details. It was agreed to place this item on the Agenda for the next Meeting.

12.4 As soon as the Defibrillator is installed, the location should be advertised in the Parish Newsletter and on the Web-site. Heartsafe can then be contacted to arrange a training session.

12.5 After approximately 2 months of the Defibrillator be installed, Mr Clive Setter from Heartsafe will hold a training session usually on a Tuesday or Wednesday evening.

13. BURIAL GROUND:

- 13.1 The Chairman proposed that the Parish Council purchased a small gate to install, to give access to the grave digger. At the moment the small digger needed has to be taken across the paddock at Church Farm, as access is not viable through the churchyard. All Councillors present agreed to this proposal.
- 13.2 The Chairman would secure a quote for the above at the December Meeting.

14. CAR SCHEME:

Cllr Crawshaw was not present, but an update on the scheme would be given at the next meeting, as the scheme was to be given until Christmas to judge the uptake.

15. COMMUNITY GARDENS:

- 15.1 The monthly Inspection Report for the Community Gardens was received from Cllr Stock, with nothing to report on maintenance.
- 15.2 Cllr Stock circulated a sample of the plaque to recognize Downside's contribution to the community facility. It had been advised not to purchase brass as it faded quickly, but to have plastic. The sample of gold with black lettering and a size of 6"x4" was agreed by all Councillors present to be purchased by Cllr Stock.
- 15.3 Cllr Daniels suggested that the Duke of Edinburgh boys, (James Kingsberry and Matt Gregory), who had helped in the Community Gardens, be sent a letter of thanks. The work completed was to be commended and an official letter from the Parish Council might help with any future job applications.
- 15.4 Cllr Daniels had ordered and paid for slate for the Community Gardens, amounting to £94.80 which was to be placed on the next Agenda.
- 15.5 Cllr Daniels, being a member of the Woodland Trust, had been made aware of an offer to supply saplings free-of-charge to schools and communities. The planting of which could be another project for the Duke of Edinburgh boys. With the approval of the Community Gardens Committee, Cllr Daniels had applied for 30 broadleaved trees (4 different types); although there was no guarantee that the application would be successful.
- 15.6 Marie Taylor had secured a grant to purchase two new goal posts for the Football Field at a cost of £800 from the Sperring Trust. Costs to install, ie concrete, to be met by the Parish Council. Nick Taylor will install.
- 15.7 Stone King LLP had contacted the Clerk regarding the new 25 year Lease for the Community Gardens. Confirmation was needed from the Parish Council to the following:
- a) Comfortable with the current term of the lease.
 - b) Plan on fifth page still reflected the land occupied and used by the PC
 - c) Meet Downside's Legal costs.
- 15.8 All Councillors present were in agreement with items a and b. However, at Item c, the Clerk was asked to ascertain a rough guide to the Legal costs to be incurred.
- 15.9 Also the Clerk to query with SALC whether the Parish Council needed to go through a solicitor, as the new Lease was on the same terms as the original, but just extended.

16. STREET CLEANING/LENGTHSMAN SCHEME:

16.1 The lengthsmen's duties for 20 hours were as follows:

Cut Community Gardens x 3

Strim Community Gardens x 3

Clear car-park

Cut hedge behind Village Hall

Clear leaves throughout Village including Chicanes.

Re-barked areas in the play park.

16.2 As discussed at the last Meeting, the damaged grit bin would not be replaced, but Cllr Murtagh was to investigate whether a grit bin was needed in Horn Close. To be further discussed at the next Meeting.

16.3 The grit bin, which needed moving to be accessible, had been moved by the workmen during the recent road works at the request of Cllr Fosdike.

17. HIGHWAYS:

17.1 The Chairman had sent a personal email to thank Charlie for the recent road works completed. Charlie had forwarded to other departments involved and stated that it was gratifying to receive appreciation of their work. Cllr Daniels had also sent an email commending the work completed. It was thought, by all Councillors present, that an official letter from the Parish Council should be forwarded, commending the work completed and also the professionalism of the workforce who were charming and courteous throughout the procedure. It was noted that the traffic noise had almost disappeared and was now hardly noticeable.

17.2 It was noted that any Utilities that did not seal any work on the highway after completion should be reported immediately to SCC Highways.

17.3 Cllr Daniels reported that, according to Inspector Mark Nicholson, SID's did make a difference to speeding. If purchased, then two volunteers would be needed to operate. The battery would last 4-6 weeks. Four positions/posts were needed, two in each direction, which the Parish Council could choose but were needed to be approved by SCC on a safety issue. A lap-top needed to be purchased, which could be used in conjunction with the Defibrillator. The full cost would be in the region of £3k.

17.4 The Clerk had forwarded an application to the SIS to Mike Pullin for a grant for the purchase of a SID along with Cllr Murtagh's suggestion of a new traffic calming scheme being trialed in Scotland. Cllr Daniels had forwarded speeding data to back up the application. To date it was not known if the application had been successful.

17.5 The Clerk had received a quotation from Paul Emery for painting the parish's finger posts. It was decided that the Clerk should ask for a more specific quote for each post.

18. FOOTPATH:

There was nothing to report.

19. WEB-SITE:

Cllr Daniels had placed information on the web-site during the road works to keep parishioners up to date. It was noted that First Bus had not been at all helpful during this time and had not supplied Transport for Somerset with the correct information.

20. CORRESPONDENCE:

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| 1 | PCSO | Report |
| 2 | Somerset Waste partnership | Refuse Dates and Newsletter October. |
| 3 | Somerset Waste Partnership | Christmas trees – anyone who chips/composites in parish? |
| 4 | MDC | Planning Board invitation to briefing session with senior planners. Wed 10 January 2018 @ 6.30 pm MDC Shepton. |
| 5 | MDC | Chris Loughlin appointed to improve Parish Forum and Parish Bulletin. |
| 6 | Paul Emery | Quote for finger posts. |
| 7 | Westfield PC | Invite to comment on the pre submission Draft of the Westfield Neighbourhood Plan. |
| 8 | SCC | Guide to Winter Services. |
| 9 | SCC | Thank you for positive comments about recent road works in Stratton. |
| | Charlie Higgins | |
| 10. | Luke Exton
Stone King LLP | Lease regarding Community Gardens -Downside |
| 11 | Grant Thornton | Audit Return Notes – Revised. |

Planning Application: Ref 20217/2724/LBC St Benedicts Primary School, Abbey Rd
2017/2813/HSE 8 The Mead
2017/2917/TPO Pit cot Cottage - Works to TPO trees

Planning permission: Ref:2017/1940/HSE Beech Cottage
Ref:2017/2125/APP Plot 3 Fosse way SOF (Split Decision)

Advance Notice of proposed planning application: South Street – 3 bed house

Bank Statements: Business Reserve A/C June £ 23,433.53
Current A/C 50.00

Cheques:

W Palmer	450.00	M Daniels	11.80
V Attwood	122.07	M Daniels	144.00
Grant Thornton	120.00	Tibbs Tree Surgeons Ltd	216.00

21. MATTERS OF REPORTS & ITEMS FOR NEXT MEETING:

21.1 The Clerk to make enquiries as to why the Mendip Explorer takes the route past the Rugby Club and does not take the route to the White Post and Charlton Road. Councillors were concerned that the present route was not suitable, due to the narrow and winding road, and that the alternative route was not only safer, but would include more public access.

21.2 Agenda Items for next Meeting:

- Defibrillator – Guardian, Advertise, Training
- Sids
- Burial Gate – quote
- Invoice (Comm Gardens) slate
- Invoice – plaque
- Invoice Petrol
- RBL Wreath costs.
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22. DATE OF NEXT MEETING:

22.1 The date of the next Meeting, will be on **Monday 18 December 2017 at 7.45 pm**

22.2 There being no other business the meeting closed at 9.40 pm

CHAIRMAN

DATE