

STOGURSEY PARISH COUNCIL
DRAFT MINUTES OF THE MEETING HELD ON TUESDAY 12 SEPTEMBER 2017
IN THE VICTORY HALL STOGURSEY
TO BE APPROVED AND SIGNED AT THE NEXT MEETING

PUBLIC FORUM:

Nothing to report

PRESENT:

Cllr Allan Searle (Chairman), Cllr James Brereton, Cllr Geoff Coles, Cllr Jill Dillamore, Cllr Chris Ford, Cllr Sue Goss, Cllr Susan Jones, County Cllr Hugh Davies, Gillian Orchard (Clerk)

65/17 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Cllr Ian Elenor, Cllr Chris Morgan, and Cllr Pat Coll

66/17 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11.7.17:

The minutes were AGREED and signed by the Chairman.

67/17 DECLARATIONS OF INTEREST AND DISPENSATIONS:

There were no declarations of interest.

68/17 COUNTY COUNCILLOR'S REPORT:

1. Community Connect is an innovated approach to adult social care, to benefit local people and communities and includes care & health services
2. Parents are encouraged to apply for up to 30 hours funded childcare for 3 and 4 year olds.
3. Volunteers are needed to 'Help school children fulfil potential' by becoming a school governor or trustee
4. Travel Somerset has been in operation for one year and has been well received. The public can access the website to find out what is happening on the roads.
5. New bus gate near Monkton Heathfield – be aware that there is a £60 fine, using auto number plate recognition
6. Williton library will not move into the Hub in West Somerset House. They will close for a few days to install a self-service kiosk.
7. Cllr Davies has heard that the traffic calming outside Stogursey School may not start on 20.9.17 as previously advised.
8. Cllr Goss commented that there are a few caveats with funded child care and it is at the discretion of pre-schools and nurseries whether they can afford to provide free childcare - it is not automatic.
9. Cllr Goss also commented on the rerouting of the A38, rather than taking detour on bypass, a lot of traffic is going past garden centre instead.

69/17 DISTRICT COUNCILLORS REPORT:

Cllr Goss

1. Cllr Trollope-Bellow and Cllr Williams met with the Minister for Dept. of Communities and Local Government to discuss the proposed new council, details will be made known to members soon.
2. The CASA project – WSC are proposing to share premises with other providers to keep costs down. Already shared with Somerset Social services; Avon & Somerset Police will set up office soon. As Cllr Davies stated, the library will not move in.
3. HPA visit – decommissioning progress continues, the aim is to demolish the turbine hall in next year, work has begun to construct a temporary ILW store: planning permission has been given for the encapsulation plant with the condition that there will be no importation of waste from anywhere else – this might be affected by government policy when announced.
4. Cllr Goss met with P Evans of HPB and spoke about the accident where a contractor fell through a roof light. The worker wasn't supposed to be working there, but went on his own initiative, he took a step back and fell. Luckily his fall was broken by a piece of equipment. The worker not badly hurt but the site's no accident safety record was broken. They had to rewrite their policy on working at height, and change way of working. The new policy improvements are being used as an exemplar to the rest of the EDF fleet.
5. Cllr Goss also looked at the emergency arrangements in place in the event of a tsunami. She saw the site's back up batteries, they have access to emergency generators which are kept in a central site in Gloucester, which are only an hour away with special high vehicles that can come through floods. The equipment is protected from flooding and they conduct simulation exercises. They have done a great deal to make themselves safe.

6. HPC

- a. Work continues on the infrastructure – roads, jetties and deep excavation. The campus is taking shape and expected to open next July. Recruitment expected to begin in Jan – Feb 2018
- b. Noise issues are ongoing, particularly on southern boundary – very intrusive for people who live there. EdF are trying to mitigate this by trying to limit night work, with equipment that meets the noise requirement. The location of the Knighton noise monitoring equipment is in a valley obscured by farm buildings, therefore data is flawed. EdF are trying to find a new location – they investigated a position on land belonging to the Fairfield Estate, but the Fairfield is requesting unfavourable terms and conditions (including long rental period) that EDF cannot meet, therefore local people are disadvantaged and continue to suffer while they try to cope with noise levels. EDF are forced to investigate other less suitable sites as a result of being unable to come to an agreement with Fairfield Estate. Cllr Brereton suggested the parish council write to Fairfield Estate to ask if they could reconsider their conditions. All Agreed **Action: Clerk**

70/17 **REVIEW OF ACTION LIST (By exception):**

The chair went through the complete Action List to keep councillors updated.

1. **Car Parking – Strongvox site.** We are expecting an alteration to the planning application, which will include the parish council using the land allocated for another purpose. It is intended to try to move forward and ascertain what area can be used for car parking. The last quote approx. 5 years ago (for combined burial ground and environmentally friendly car park) was approx. £23k and included earth being moved to make a bank for burials. This item will be added to the Agenda for the next meeting. **Action: Clerk**
2. **Burial Ground –** There has been no further information about the Glebe Field. This issue has been a subject of discussion for about 6 years and needs to be brought forward with another letter to the Bishops of Bath and Wells. The lower part of field, which was offered is not suitable for a burial ground. The Clerk will take action on her return from holiday. **Action: Clerk**
3. **Woodlands and Orchard –** still cannot find suitable land.
4. **CCTV cameras in BRPA –** No problems at the moment, however still monitoring. .
5. **BRPA Shelter – metal cover.** The contractor is still trying to find correct width of material; he cannot find anyone to provide one piece. Cllr Searle will follow up to see if progress has been made. **Action: Cllr Searle**
6. **St Andrews Well.** The work on the well has been completed by S Logan of Bridge Cottage Builders, and the invoice of £2121.60 paid. The vegetation needs to be sprayed, but we are waiting for better weather. It was noted that although the well is not owned by the parish council, councillors feel a responsibility to maintain the area for the safety of parishioners.
7. **Defibrillator.** Cllrs Searle and Ford met with Kay Davey of SW Ambulance Trust on 21 Jul 17. Both owners of the garage and the village shop agreed to install the defibrillator on the wall between them. It will not require electricity unless the temperature drops below zero and then should be a minimal cost which the parish council will pay if the owner's bill becomes excessive. A qualified electrician is required to install the defibrillator and the parish council will need to carry out regular checks. The clerk had previously forwarded details of the package to councillors prior to the meeting. The commitment will be £450 per year for the defibrillator to keep the device, but all agreed that this is a minimal cost if it helps to save a life. It was noted that there is a need for weekly checks and monthly report to SW Ambulance Trust. Cllr Ford proposed that the council agree to the package from the Trust at a cost of £1800 for four years, seconded by Cllr Goss. All Agreed. The clerk will contact Kim Davey to make arrangements for delivery and training. **Action: Clerk**

71/17 **HINKLEY POINT POWER STATIONS (GENERAL):**

1. The site visit to HPA & B on Wed 30 August 17 went well, and proved informative and interesting, especially being taken to see the debris and what they have to move. Attendees were grateful to the Site Directors, Peter Montague and Peter Evans, and their staff for giving their time – the clerk has sent thank you letters. An article will be written for Stogursey News to inform parishioners about what is taking place on site. Councillors agreed that they now have a much better understanding of the issues that confront both sites and an appreciation of the skills of their management, and that they are also liable for spot checks the same as any other organisation. The friendliness and attitude of their staff left a strong impression that both A and B stations would be desirable places to work. **Action: Cllr Brereton /Clerk**

72/17 **HINKLEY C COMMUNITY IMPACT MITIGATION (CIM) UPDATE:**

1. **Village Hall.** Cllr Ford reported that a floor plan has been agreed and the Trust has chosen and commissioned an architect to develop a plan to obtain planning permission, and to obtain quotes for diverting electricity and a water supply pipe. Site meetings will be arranged with the appropriate authorities to discuss a route and cost. It is anticipated it will take 8 to 10 weeks to provide completed drawings of the proposed hall which will be displayed for parishioners to view. **Action: Ongoing**

2. **BRPA** – A CIM Fund Project Report was requested. The report was submitted to Lisa Redston as required by the end of August and had been acknowledged. **Action: Complete**

73/17 **LENGTHS-MAN SCHEME.**

1. Cllr Searle reported that during August, Greenslades provided 2 men who took 2 days to clear the Himalayan balsam from the holding pond on Castle Street (total 32 hours). The chair suggested that we ask Greenslades to continue working in the parish until end of October to include kerb scraping, ready for spraying next spring. Cllr Ford proposed that as funds are available, we ask Greenslades to keep working; seconded by Cllr Brereton. Cllr Searle commented that the road sweeper has not been seen for a while, even though we expected them to work on an 8 week cycle. He will chase them up. **Action: Cllr Searle**
2. Cllr Ford suggested that the council start to consider who should be employed as our Lengthsman next year and that we invite other contractors to quote, instead of staying with the same contractor. We need to look at cost versus quality, though not necessarily remain with what we know, and should also look at references from other contractors. Cllr Jones commented that Greenslades will take on additional tasks in the parish outside of the Lengthsman scheme as they have the facility to do so. Cllr Goss commented that Holford has just taken up their own scheme and have contracted Greenslades. To be added to the agenda for next meeting. **Action: Clerk**

74/17 **REVIEW OF RISK REGISTER.**

1. Cllrs Searle, Dillamore, Ford and Goss met to discuss and review the risk register. An updated version will be produced and circulated to councillors. **Action: Clerk**

75/17 **PLANNING:**

1. 3/32/17/008 – Outline planning application with all matters reserved for the erection of an agricultural workers dwelling, Lime Street Buildings Caravan, Lime Street, Stogursey.
2. 3/32/17/11 – Construction of a 225 space car park and access for Hinkley Point B outages (retention of works already undertaken).
3. 3/32/17/005 – The construction and operation of a waste Encapsulation Plant and associated external plant and ancillary structures and plant at Hinkley Point A

76/17 **BURGAGE RD PLAY AREA:**

1. **Proposal for new or improved recreational facility in or around Burgage Road Play Area - £ 22,000 available.**
 - a. Funding has been approved and permissions (in principle) has been received to carry out the new works.
 - b. The Licence for Work is ongoing. The parish council are required to obtain a retrospective licence for work already carried out as well as a licence for new works – WSC has agreed to combine the two into one licence. The Chair has sought legal advice and expects to receive comments on the points the parish council should look at – he will forward details to all councillors when received. **Action: Cllr Searle**
 - c. The clerk also queried a couple of points with WSC with regards to the clause on reinstatement and was informed that this clause should fall in line with the original lease. With regards to the Health and Safety requirement, Cllr Dillamore stated that we are classed as a client within CDM regulations and therefore have to ensure that the contractors we employ comply with Health and Safety regulations. **Action: Ongoing**

County Councillor Davies left at 2025

77/17 **MEETING REPORTS:**

1. **20.7.17 Community Forum.** Cllr Brereton & Cllr Goss reported that David Blyth (HPC Job Services representative) gave a presentation. He has agreed to visit the Stogursey Well hub next Wednesday to meet members and discuss needs of community with regard to getting work at HPC. It is hoped that a mini HPC Jobs Fair might be held in Stogursey, similar to the event in Minehead. The Hub have also investigated obtaining funding for transport for local residents to get to the Minehead fair. Cllr Brereton also commented that he had spoken to Peter Evans about the ratio of male to female employees and asked about their objectives of getting an even balance. P Evans stated that they are actively trying to get more females. HPB & C sites are trying to raise aspirations with their STEM project.
2. **26.7.17 WSFG.** Cllr Elenor was not present to report.

78/17 **FORTHCOMING MEETINGS:**

- 14.9.17 – PCC
- 19.9.17 – WWQ
- 18.10.17 - MSF
- 18.10.17 – WSVSF
- 27.10.17 – SSG

2.11.17 – Transport Forum
16.11.17 – Community Forum
5.12.17 – WWQ

79/17 **CORRESPONDENCE:**

1. **SWT - Somerset Brilliant Coast Project** – Received update received outlining intention to liaise with councils to encourage heritage and nature. Stogursey Parish Council has supported their application for CIM funding
2. **Somerset County Council Chairman's Award.** Cllr Goss wrote the citation for Peter Farmery, the application form is completed and submitted on 29.8.17.
3. Email from resident in respect of parked cars causing dangerous obstruction. The Chair has spoken to the owner and informed the PCSO.
4. **Received / Sent - general**
 - a. CCS Consultancy (placed in circulation file)
 - b. Email from residents – copy of their comments on the Property Price support scheme – for info
 - c. Great Get Together – Thank you letter from Annie Maw
 - d. JSNA report – Ageing Well; an overview on the health and social wellbeing of the people of Somerset.
 - e. Somerset Rivers Authority end of Year Report 2016/17
 - f. Community Safety Project Officer – Ryan Kelly offer to speak at PC meeting, invited to next meeting
 - g. SID report – not produced as SID not installed – none available due to vandalism
 - h. Clerks and Councils Direct – Summer 2017 (circulation file)
 - i. West Somerset Connect – Red Cross event 25.10.17
 - j. Somerset Health Checks – all appointments taken up for 20.9.17
 - k. Email from resident regarding S106 funds – requesting information on funding for adult facilities
 - l. Email from Geography Student asking for assistance with a survey for his university course

80/17 **ENHANCEMENTS (Cllr Searle):**

1. **The Pound.** Cllr Ford suggest we put an article in Stogursey news indicating that we do not respond to letters published in Stogursey News and if residents have an issue with the council they should raise it via the Parish Clerk, and also remind parishioners that they are welcome to attend parish council meetings and raise any issues at the public forum on any items on the Agenda. Cllr Goss suggested we get a professional quote for works and also ask the church to arrange for repairs to the wall and the window ledge before it gets much worse. Cllr Jones stated that she objected to being called names by people in responsible positions. She clarified the sequence of events of work carried out in the Pound, including clearing debris, and outlined the difficulties she faced with the weather, therefore she decided to make a temporary repair until the weather conditions were right. It was agreed to write a formal letter to the PCC to ask them to repair the window ledge and to render the wall to make it safe.

Action: Clerk

Cllr Ford suggested we make The Pound safe and make repairs to prevent further deterioration, and then complete a cost benefit analysis to see what is worthwhile for the number of occasions it is to be used. It was reiterated that parishioners who wish to make use of the Pound are welcome to contact the clerk; the council are open to constructive ideas for its use. The Pound has always been used for storage as there is currently no other facility. Cllr Searle suggested that Cllr Jones continue to complete the work that she started, when the weather is suitable, to remove the temporary mortar and re-render. It will remain locked until the Pound is made safe.

2. **Notice Boards.** P Cross has repaired the Stolford noticeboard which has a new waterproof backing, coated with preservative and new locks. The Burton and Shurton boards will be treated in the coming weeks. **Action: Ongoing**
3. **Twinning Association Roses.** A new planter is in place on the gravel to house the two roses generously donated.

81/17 **HIGHWAYS (Cllr Searle):**

1. Cllr Searle met with Highways to look at potholes - there are still some on Stogursey Lane going out to Clayland Comer as edge of the road is eroding. Cllr Searle suggested that chippings are put in place but was informed there is a cost implication.
2. Cllr Brereton noticed that the replaced tarmacking on shoulder of C182 near horse crossing is already breaking up
3. The signs on horse crossing have been hit by lorries and need to be put back in place.
4. Cllr Brereton reported that holes are appearing in Stolford, and although filled in, are reappearing. Cllr Jones stated that holes appeared near Wick Cottage which were filled in regularly, until the road was dug up and a pipe inserted because of underground spring and suspects this will also be the case.
5. The telegraph pole on the corner of Lime street will be moved when BT have completed their work before it can be moved. **Action Ongoing**

82/17 FINANCE (The Clerk):

1. **Balances.** Current A/C £3,272.50; Deposit A/C £18,651.30; Reserves A/C £75,553.27
2. **The following invoices were AGREED for payment** as proposed by Cllr Ford seconded by Cllr Brereton.
 - a. **Payments made since the last meeting on 11.7.17**

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|-------------------------|----------|-----|---|
| G.Orchard | £540.53 | 341 | Clerk salary for July 2017 includes £32.53 misc expenses |
| HMRC | £127.00 | 342 | Employee tax (Month 5) |
| S.Foster | £185.00 | 338 | Grass cutting on 14.7.17 |
| S Foster | £185.00 | 340 | Grass cutting on 31.7.17 |
| S Jones | £15.00 | 343 | Paint for bench in the Pound |
| R T Signs | £156.38 | 344 | Permanent long lasting signs for the notice boards) |
| Victory Hall | £75.00 | 337 | Petrol allowance (cheque 336 cancelled – incorrect payee) |
| Bridge Cottage Builders | £2121.60 | 339 | Repairs to St Andrew's Well |
| S Foster | £185.00 | 345 | Grass cutting on 16.8.17 |
| S Foster | £185.00 | 346 | Grass cutting 4.9.17 |
 - b. **Payments due**

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|------------------|---------|-----|---|
| G Orchard | £538.56 | 347 | Clerk Salary for Aug 17 includes £30.56 misc expenses |
| HMRC | £127.00 | 348 | Employee tax (Month 6) |
| Getmapping plc | £33.60 | 349 | Parish Online Annual renewal |
| P Cross | £100.00 | 350 | Repairs to Notice board (Stolford) |
| Grandfield & Son | £51.79 | 351 | Additional items for notice board repair |
3. **Online Banking.** Cllrs Ford & Jones have both completed the necessary paperwork and are now able to carry out online transactions for the parish bank account. We now have the necessary 2 signatories for online approval if required. Cllr Searle will also apply for online banking. **Action: Complete**
4. **Review of Asset List for Insurance purposes.** A meeting was held on 22.8.17 to discuss / review the Asset List. The location of some of the assets need to be checked as well as the market value. To be added to the Agenda for the next meeting. **Action: Clerk**
5. **Annual Audit Return FY 2016/2017.** The Annual Audit for 2016/7 has been approved. The Notice of Conclusion of the Audit was placed on notice boards and website on 4.9.17. The Notice includes an invitation to parishioners to examine the accounts from 5 – 18 September if required. **Action: Complete**

83/17 PUBLIC RIGHTS OF WAY – PRoW (Cllr Jones):

1. Email from S.Littler - suggested diversion WL23/27 (currently across recreation ground). Cllr Jones met S Littler to discuss the footpaths. They have to start from the road public source. She will remove the stile to the side of a 5bar gate and the footpath will go around the edge of football field. Fields in the vicinity will also be looked at where footpaths go across the middle. The stiles in poor condition will be replaced with kissing gates. Cllr Jones will meet with Cllr Coles and Peter Farmery on 18.10.17 to carry out various walks and take photographs which they hope to put into Stogursey News and Plugged in.
2. Formal Notice and Orders – proposed diversion WL23/2 (part) in parish of Stogursey and WL23/42 (part and WL23/43 (part) in Parish of Stogursey. Extinguishment of WL23/44 (part) in parish of Stogursey – previously circulated.
3. PRoW letter RW/PPO6/SL dated 6 Sep 17 Proposed diversion of public footpath WL23/47. Comments required by 6.10.17. Cllr Goss commented that this is a sensible diversion for all concerned and that the routing around the field perimeter makes absolute sense. Cllr Jones will respond to S.Littler. **Action: Cllr Jones**
4. PRoW Formal notice and Orders – Proposed diversion of public footpath WL23/27 (part) WL23/28 (part) and WL23/29 (part) – previously circulated and added to notice boards.

84/17 GROUPS AND PANELS:

1. Village Hall are now a Charitable Incorporated Organisation and will be closing old charity to ensure trustees are not responsible for debts. Annual 50/50 sale raised £581 for Victory Hall and the Flower show raised £506. It was good to see a number of new entrants this year.
2. The telecom mast (Vodafone) has been erected however it is not operational yet.

85/17 DATE AND TIME OF THE NEXT MEETING:

1. The next meeting will be held on Tuesday 10 October 2017 at 6.50pm – Presentation by Ryan Kelly (Joint Community Safety Officer); 7.15pm (Public Forum) followed by the main meeting at 7.30pm in The Victory Hall. The meeting ended at 2125.

Signed: (Chairman)

Date: