

STOGURSEY PARISH COUNCIL
DRAFT - MINUTES OF THE MEETING HELD ON TUESDAY 9 OCTOBER 2018
IN THE VICTORY HALL, STOGURSEY
SUBJECT TO APPROVAL AT THE NEXT PARISH COUNCIL MEETING

PRESENT:

Cllr A Searle, Cllr James Brereton, Cllr Jill Dillamore, Cllr Ian Elenor, Cllr Chris Ford, Cllr Sue Goss, Cllr Susan Jones, Cllr Chris Morgan, Cllr Jenny Ody, CCllr H Davies, Gillian Orchard (Clerk), and 2 members of the public

PRESENTATION BY BECCY BROWN WSC (HOUSING NEEDS SURVEY)

Beccy explained that as Stogursey has reached the threshold as far as HPC workers are concerned, there is a £25k threshold payment. The housing initiatives team propose to carry out a housing needs survey in collaboration with Stogursey Parish Council to establish the impact of HPC project on housing accommodation. The results of the survey will give an idea of future as well as present day housing requirements. There will be no financial implications for the parish council, as it is being funded by the threshold payment. A draft was sent to councillors last month for feedback and/ or comments; Beccy attended the meeting to discuss the survey and answer questions.

1. The survey is not an online survey (e.g. Survey monkey) as there are very limited resources as a result of transformation and therefore unable to set up an online survey in timescale, and there are no resources for online analysis. Forms are completed anonymously although contact details can be included, if the survey is conducted online, anyone could complete it even if they do not live in area. This system means one is sent per household.
2. Clarification of whether home can be 'adapted'. Beccy agreed to put examples in brackets and include a reference to costs.
3. Although it may appear unrealistic to look 5 years ahead, and there will be negative comments, this gives an opportunity to give a flavour / indication of what possible needs might be in the future. 5 years is the general time a housing needs survey is expected to last.
4. The survey asks a lot of personal questions, however as people don't always consider themselves in housing need at the moment, analysis can read between the lines to look at the future changes (e.g. young people in 20s living at home, non-same sex siblings who will need separate bedrooms).
5. Although there is an inconsistency between family and household, the differentiation is required.
6. Cllr Morgan asked for this following statement to be minuted. He considers that the cost of rent for some properties is above a manageable amount. There are those private accommodation providers that are looking at the HPC project as a short-term money making opportunity. He feels that the Parish Council has a duty of care to ensure that we do not agree to any accommodation plans that will disenfranchise local young people and families from living in the community that they grew up in, or young families wishing to move into the area. They help ensure that the school remains viable, and they are more likely to join clubs and local groups. He cited an example of a small house, in need of work, being offered for rent at a cost of £1000.00 pcm (reduced from £1,200.00 pcm). He considers that this does not in any way suggest that younger families are being encouraged to either stay or move into the village; merely that owners are looking at financial gain on the back of the HPC project. He asked how we will manage the future of housing, bearing in mind how easy it is to charge large rents on the back of HPC development vs long term sustainability.
7. Minor improvement grants or loans are available for owners who need to adapt their homes and landlords are encouraged to rent to those in need. For landlords who take on lodgers from the housing register, the loan interest rate is 0%. A lodging scheme is available to owners who wish to take in a lodger, to bring a room up to a lettable standard.
8. All comments from the Housing Needs Survey will be published verbatim with no reference to personal identification. Beccy will send a copy of Porlock's completed housing needs survey for circulation to councillors for information. Changes will be made by end of next week and emailed to clerks of Holford, Stringston and Kilve, who will be informed that WSC are working with Stogursey PC. Residents should be encouraged to complete and return the survey by the closing date of 23 Nov 18 and the report will be published by Christmas.
9. The Threshold payment is £5k per worker. The housing need in this area is not clarified. A Somerset Community Fund survey were unable to confirm, as many individuals are not registered on Homefinder, or are unaware of the need. Beccy will arrange a Homefinder drop in session in the parish (potentially at the Job Fair at the Hub on 25.11.18) where residents can be encouraged to register.

PUBLIC FORUM:

A resident asked about the overgrown vegetation along the outside of the Babbling Brook. The chairman stated that it has already been reported, however he will chase. **Action: Chairman**

79/18 The Chairman announced that this meeting (and future meetings) will be recorded

80/18 APOLOGIES FOR ABSENCE:

Nil

81/18 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 SEPTEMBER 2018

1. The minutes were proposed by Cllr Morgan, seconded by Cllr Ford and AGREED (with one abstention) for signature by the Chairman as a true and accurate record of the previous meeting. Cllr Goss commented that she was disappointed that EDF had censored the full report of Lidia Bosa's presentation to the parish council in Stogursey News. However, the full report is retained in the minutes which are available to the public online and retained in our records

82/18 DECLARATIONS OF INTEREST AND DISPENSATIONS:

Cllrs Morgan (Chairman of the planning committee for CIM Fund)
Cllrs Searle & Ford (Agenda item CIM Funding – Victory Hall)

83/18 COUNTY COUNCILLOR'S REPORT:

1. County Councillor Davies reported that he had attempted to find the answers to questions Cllr Brereton had asked regarding Somerset County council savings (cuts). He provided a handout for councillors and highlighted that every parish will be impacted in different ways. The key issues to affect our parish are
 - a. Youth Service – cease provision of support, resources and training
 - b. Hedge cutting
 - c. Grit supplies – removed, although available at a cost to the parish council
2. Concessionary bus passes. To save the cost of sending out bus passes, they will not be automatically renewed if not being used. If they are being used, parishioners should ensure they kept their address details up to date. Bus passes can be renewed if parishioners contact SCC.
3. Cllr Morgan comment that he has received complaints that the free bus service is not on time. Maybe this is a precursor to reducing the service. He also asked what is the thinking behind the status and funding of libraries and now road surfacing has been completed, what is criteria for roads to be completed. Cllr Davies stated that the results of the libraries will be announced on 16.10 18, and does not have information about road surfacing.

84/18 DISTRICT COUNCILLORS REPORT:

Cllr Goss

1. The new shadow council is continuing to meet alongside WSC – also various shadow sub committees working until the new council operates after the Elections in 2019.
2. Knighton noise monitor – last communication anticipates completion by 2nd quarter of 2019; however a recent update suggests the new two weeks.
3. Dry Fuel Store. EDF still looking at the issue, management want it done, sooner rather than later.
4. Giant cranes being brought in (Sarens SGC) begin delivered in Spring 2019 – 280 deliveries (10 per day)
5. Changes to HP workers buses since the introduction of the electronic swipe system means a 55% reduction of journeys throughout Stogursey and ...
6. Community bus – Cllr Goss, thinks delays more likely due to having to travel from Minehead and not Watchet as initially planned. She is negotiating with EDF to extend to include Saturdays. Once Washford Park and Ride is completed, they may have more capacity.

Cllr Morgan

7. Report at minute 88/18 below.

85/18 POLICE REPORT:

1. PCSO Peter Bolton has now retired and has been replaced by PCSO Matthew Legge – the clerk is trying to make contact to invite him to a parish council meeting.

86/18 HINKLEY POINT POWER STATIONS (GENERAL):

1. Nothing to report

87/18 COUNCILLOR VACANCY

1. The vacancy will be advertised in the usual way with the aim of co-option at the parish council meeting in December. The new councillor will serve until the council elections in May at the first instance. **Action: Clerk**
2. Cllr Morgan expressed concern that historically we have struggled to fill positions, and in the coming months may be unlikely to generate interest. He would like some idea of whether current parish councillors intend to continue.

88/18 HINKLEY C COMMUNITY IMPACT MITIGATION (CIM) UPDATE:

1. Cllr Morgan reported on the recent applications made to the CIM fund at the last Planning Obligations Board - £1.4m was awarded to different causes in Somerset. All the funds are now spent, and no further meeting planned, although one may be necessary if allocated money is returned (e.g. non match funding or planning permission not granted).
2. **Victory Hall.** The Planning Obligation Board were concerned at the length of time the project has taken to get started and agreed that funding is essential for this project in a significantly impacted area – any further delay means further cost and project being at risk. The Victory Hall trustees applied for an additional £110k for the project. The Committee unanimously agreed the Victory Hall represents a flagship project, and need full support and agreed that £110k should be met, however with 2 conditions. 1 – that the £200k ring fenced for Stogursey School, be available for use on the Victory Hall project; and 2 – assistance be sought from external professionals to work on the project to enable work to progress faster. If there is an under spend, the residue can be returned to be used for other community projects. No funding will be available to the school for any project they come up with.
3. Discussion included comments that we can ensure that the hall is made available to the school who can and hopefully will take advantage of the facilities, and as a legacy for the parish, children will get use from it in the future. We can also look to ensure that we help and support the school for any future projects.
4. The trustees followed WSC guidance initially, and feel that the project could not have been taken any quicker using the route that was taken – there was initially a desire for retention of the original hall. There is also a chance that the project may come in under budget, and will not require the additional funds.
5. Following discussion, Cllr Morgan proposed that the parish council agree to the Planning Obligation Board conditions for the allocation of the additional £110k funding – to use the £200k ring fenced for Stogursey School as a contingency fund for the Victory Hall project; and whatever is not used will go back to the school. Secondly that money is used to pay for external professional help to the project group to move the project forward. This was seconded by Cllr Ody. ALL AGREED (Cllr Searle and Cllr Ford did not vote).

Cllr Davies left at 2010

89/18 PLANNING:

1. 3/32/18/019 - Retention of two existing caravans for a combination of different occupants(seasonal farm workers, Hinkley Point C construction staff and tourist accommodation) Upper Cock Farm, Stogursey TA5 1TS - SPC RESPONSE SENT, still under review
2. 3/32/18/020 - Change of use, with erection of two storey extension to the side of part converted barn (residential) to 19 letting rooms. Building to the north of Headweir House, Wick, Stolford, Stogursey TA5 1TL - REFUSED
3. LID/32/18/002 (resubmission of LID/32/18/001) Conversion of light industrial to dwelling house and light industrial. Lawson Burgage, Stogursey, TA5 1QL. Initially refused, Councillors to discuss new application before response
4. 3/32/17/012 - Variation of condition No. 22 (approved plans) of application No. 3/32/07/008 to increase the total number of permitted dwellings from 59 to 66 - REFUSED.
5. 3/32/18/022 – 33 applications referring to Peadon Farm, Peadon, Stogursey TA5 1JH and Durborough Farm, Durborough Farm Lane, Stogursey, Bridgwater, TA5 1LA - GRANTED
6. 3/32/18/034 – various internal and external alterations Shurton Lodge, Shurton Lane, Stogursey – SPC Response sent (Objection)
7. Burtons Fisheries has submitted an application (not registered yet)
8. Cllr Jones asked about the planning permission granted at Rae Zine, Stolford. There is a large building which is actually a large car port. Planning permission was granted and the parish council did not object. The council will wait to see the finished result before making a report.

90/18 MEETING REPORTS:

1. 12.9.8 – Steart. Cllr Jones reported discussion relating to retaining water in the ditches, and how to manage in the future following the development. There is a structurally unsound wall, however the Environment Agency has cleared it as safe. A copy of Otter tales will be circulated.
2. 18.9.18 – WWQ. Cllr Goss reported that there were a lot of additional attendees including A&S police and Highways. SWP will attend the next meeting to discuss plastic waste recycling.

91/18 FORTHCOMING MEETINGS:

1. 17.10.18 – MSF (light pollution added to the agenda)
2. 24.10.18 – WSFG AGM
3. 26.10.18 – SSG
4. 1.11.18 – Transport Forum
5. 15.11.18 – Community Forum
6. 4.12.18 – WWQ

92/18 BURGAGE RD PLAY AREA:

1. Maintenance Contract. The clerk has chased up Greenslades and Parsons for a quote – Cllrs Searle & Elenor and the Clerk will meet with Parsons on Thu 11 Oct at the Play Area.

93/18 EMERGENCY PLAN:

1. The clerk has updated the draft Emergency plan and will attend a Resilience Day on 25 Oct 18. Councillors are not available to attend the Resilience day, therefore the clerk will also contact Hannah Ovet (Environment Agency) to ask her to visit the parish council for a half day to discuss our Emergency Plan. It is important to move it on so that we can apply for funding for another defibrillator.

Action: Clerk

94/18 GENERAL DATA PROTECTION REGULATIONS (GDPR) 2018:

1. The Clerk has amended Standing Orders and highlighted the mandatory and recommended areas that were amended. SPC are already adhering to some of the areas.
 - a. Para 3w relating to meeting length – Cllr Ford considers that we should not impose a time limit when discussing council business or be curtailed by time, and in practice we do not go beyond 2 hours. Cllr Elenor agreed – our meetings are often led by HPC issues. Cllr Ford proposed that the meeting should not exceed 3 hours, seconded by Cllr Elenor. All agreed. Any issues that can be forwarded to councillors by emails as a pre meeting note, should be, before the meeting. The clerk will update and issue the Standing Orders. **Action: Clerk**
 2. An Audio Visual Recording policy is required (to include recording of meetings). The policy as drafted by the clerk was agreed and adopted. **Action: Clerk**
 3. The Press and Media policy as drafted by the Clerk was approved and adopted. **Action: Clerk**
 4. The Allotment Privacy Notice was approved. Amendments to the tenancy agreement to be discussed with new allotment councillor. **Action: Clerk**

95/18 CORRESPONDENCE (The Clerk):

1. Correspondence is addressed on receipt and filed; it is available to all councillors on request. A list has been circulated prior to the meeting and was noted. There were no comments or questions. The clerk reported the following
2. Allotments.
 - a. Notice to Improve – the clerk has drafted a letter to go to tenants with a notice to improve and also explaining the proposed changes to the tenancy agreement with effect from April 2019, to include removal of livestock. WSC Pest control will not come out and lay poison around the allotment area or near where children are playing. Residents should contact them individually, therefore as the keeping of livestock is proving prejudicial to heath, the parish council has reluctantly taken the decision to prevent the keeping of livestock.
 - b. Expenditure – in the past year, the water usage costs has increased, a water leak was repaired, and there will be a necessary repair to the path leading to the allotments. The parish council does not make a profit, and parish council funds (tax payers' money) should not be spent benefitting only 17 allotment holders. There has not been an increase since 2010, Cllr Elenor proposed, seconded by Cllr Morgan, that the annual rent is increased from £9 per half plot to £14 or £28 full plot. ALL Agreed
 - c. An estimate to repair the path has been received from CJ Lynch - £925 plus VAT. The clerk will obtain 2 more quotes. **Action: Clerk**
 - d. Cllr Morgan agreed to take over as Allotment representative.
3. Welcome packs. SWP has supplied booklets to be included with our welcome pack, plus a free gift (recycling bags). Cllr Goss stated that she has been asked for packs, and asked where are they kept? The clerk reiterated the routine – Cllr Jones is responsible for producing the packs, (which are now locally produced), individual councillor representative responsible for each hamlets should contact her to replenish supplies, she will ensure sufficient supplies, but not excessive bearing in mind that information may change following the elections in May 2019. Cllr Brereton suggested that they are useful and as the website is developed, more changeable information can be added on line.
4. National Grid Hinkley Connection Project. Work is scheduled to start in Stogursey in 2019, and the National Grid team have asked to speak to the parish council. It was agreed to invite them to the next parish council meeting in November. **Action: Clerk**

96/18 ENHANCEMENTS (Cllr Searle):

1. The chairman has received complaints that the waste bin in Burgage Road is constantly using for dog mess. The bin is within a couple of metres of front doors, and the smell is unpleasant and totally unsatisfactory. Cllr Morgan proposed, seconded by Cllr Elenor that it be removed from its current site. All agreed.
2. The notice board in Burton has been taken down for repair / refurbishment and to fit handles for ease of opening.
3. The Lengthsman is continuing to complete 16 hours each week and checks in with the chairman - £13,320 has been spent out of the £55k grant, so far. Cllr Morgan reported that the entrance to St Andrews Well is full of

vegetation even though it was sprayed recently. He also asked whether we have a record of the actual work completed, as opposed to number of hours worked. Cllr Searle will ask Greenslades to produce an outline of work completed each visit. Although we can see that they have completed some work, we need to ensure that we have value for money. Cllr Ford suggested we take before and after photographs (something our original Lengthsman used to do).
Action: Cllr Searle

4. Restoration of Somerset Fingerposts / Grant funding. The clerk has registered interest (2 councillors and 2 residents). Health and safety training will start in next financial year.
5. Stoford Flood Defence Scheme. Vanessa Dare (EA) provided a notice with the latest update on the scheme.

97/18 HIGHWAYS (Cllr Searle):

1. Potholes for repair have been marked up.
2. A car is continually parked on Castle Street blocking the route of a tractor that has to drive over the kerb and causing damage. Cllr Searle has repeated reported the damage to SCC.
3. Swang Farm are still working on the fodder beet in Stoford. Last week they damaged the telephone cables, thus breaking the pole in half. Cllr Jones reported it to BT who will fit a new post on 12.11.18.

98/18 PUBLIC RIGHTS OF WAY – PRoW (Cllr Jones):

1. Nothing to report.

99/18 FINANCE (The Clerk):

1. **Balances at 30.9.18** - Current A/C £3869.34; Deposit A/C £21,494; Reserves A/C £69828
2. **Invoices for payment.** Detail of payments for authorisation at the meeting had been circulated to all members and the following invoices were APPROVED for payment, proposed by Cllr Elenor, seconded by Cllr Jones and two authorised signatories instructed to sign the cheques; one payment will be made online. **Action: Clerk**

a. Payments made since the last meeting on 11.7.18

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|---------|-------------|----------|--|
| 24.9.18 | Greenslades | £1776.00 | Greenslades Lengthsman services Aug 2018 |
| 1.10.18 | S Foster | £185.00 | Mowing |

b. Payments due

Payee	Amount	Chq no	Details
G Orchard	£577.78	418	Clerk Salary & expenses for September 2018
HMRC	£136.80	BACS	Employee tax (Sep 2018)
A Searle	£145.00	419	Chairman expenses Jun – Sep 18
GeoXphere	£36.00	420	Parish online (GIS Mapping service)
Water2business	£163.51	421	Allotment water usage Feb – Sep 18

3. **Receipts** The second half of the annual precept (£11750.00) has been received into the bank.
4. **Budget Monitoring Statement / Six monthly Accounts.** The accounts were circulated to councillors before the meeting. There were no comments and approved.
5. **Precept Meeting.** The clerk will email Councillors with a couple of proposed dates. Cllr Morgan stated that this is a very important and significant meeting as next year is unknown, and we will be moving into a new system.

Action: Clerk

100/18 GROUPS AND PANELS:

1. Stogursey Stagecoach. Cllr Dillamore has left the scheme as she expected to move home, but will keep in touch with their activities.
2. The Hub is doing well with regular visitors who are being helped with CV writing and interview skills. Although some are not ready to move into work, they find the hub a comfortable place to meet, and have gained computer skills.
3. The Arts Festival was very successful and every event went well.
4. Youth Club – new equipment (table tennis table and TV) has arrived. The decoration still needs to be completed.

101/18 DATE AND TIME OF THE NEXT MEETNG:

1. The next meeting will be held on **Tuesday 13 November 2018 at 6.30** with a presentation by National Grid Hinkley Connection Project followed at 7.15pm by the public forum, and the main meeting at 7.30pm.

The meeting ended at 9.28pm.

Signed: (Chairman)

Date: