

STOGURSEY PARISH COUNCIL
DRAFT MINUTES OF THE MEETING HELD ON WEDNESDAY 10 JUNE 2020
ON THE ZOOM PLATFORM
SUBJECT TO APPROVAL AT THE NEXT PARISH COUNCIL MEETING

PRESENT:

Cllr Chris Morgan (Chair) Cllr Sue Goss (Vice Chair), Cllr Chris Ford , Cllr R Calvert, Cllr J Ody, Cllr E Chave, Cllr J Bastick, Cllr S O'Driscoll, Gillian Orchard (Clerk), and 3 members of the public

PUBLIC FORUM:

1. A resident commented that the Stagecoach has ceased operating and hopes that it has not stopped permanently. Some of the current drivers are willing to continue once the restrictions are lifted.
2. Another resident wished to speak, however due to technical issues with his computer could not be heard. The chair suggested that if the resident can be heard at some point during the meeting, to allow him to speak. It was suggested that in future, any comments be forwarded to the clerk before the meeting.

18/20 APOLOGIES FOR ABSENCE:

Cllr S Jones, CCllr H Davies, Cllr H Staddon

19/20 MINUTES OF THE PARISH ASSEMBLY AND THE PARISH COUNCIL MEETING HELD ON 13 MAY 2020:

1. The minutes were proposed by Cllr Bastick seconded by Cllr Goss and AGREED for signature by the Chairman as a true and accurate record of the previous meeting. The minutes will be signed by the chair if the clerk can agree a convenient and mutual meeting or when the parish council next meet in person.

20/20 DECLARATIONS OF INTEREST AND DISPENSATIONS:

Cllr Calvert – Planning (Paddons Farm)

Cllrs Chave & O'Driscoll – Hinkley Point Power Station/EDF matters

Cllr Morgan – Agenda item 9 – Planning application 3/32/20/011 -14 Town Close (Owner)

21/20 COUNTY COUNCILLORS REPORT:

1. CCllr Davies forwarded a report to the clerk which was read out.
 - a. A survey will take place from Week commencing 6.6.20 to gather views towards disbanding all five district councils and setting up a single Unitary Authority for all residents and businesses across the County
 - b. On Street Parking patrols have resumed from 1.6.20.
 - c. From 8.6.20 all 16 Recycling Sites opened for their usual summer hours, until 30.9.20. The ODD and EVEN number place system is NO longer in place. Full details on SWP website.
 - d. CCllr Davies received a complaint regarding the "Pixie Mound" a Heritage Site. Hinkley Point erected a sign saying "Private, No Entry". Cllr Davies will contact the Rights of Way Officer to investigate.
2. There were no comments or questions.

22/20 DISTRICT COUNCILLORS REPORT:

1. Cllr Morgan will comment under correspondence – SPC vote of no confidence in SWT planning department.

23/20 REVIEW OF ACTION LIST:

1. The action list has been circulated to all councillors – there were no further comments. The appeal relating to the variation of S106 conditions on Paddons Farm (3/32/20/019) was discussed under planning.

24/20 HINKLEY POINT POWER STATIONS (GENERAL):

1. EA Consultation on permit application for diesel generators. Permit application no EPR/WP3200PJ/A001. Cllr Goss has been in touch with the EA to confirm the number of new generators they are applying for. They are not applying for any more but seeking a permit under new 2018 regulations, it is merely a process to ensure that HPC are compliant, it is not an application to increase numbers. Cllr Ford proposed, seconded by Cllr Goss that the parish council do not object, however, comment that, although HPC are planning to gradually introduce hybrid generators over time, they could in the interim retro fit Abatement Technology / which could significantly reduce nitrous oxide emissions. All agreed
2. HPB has shut down Reactor 3, although it is due for standard maintenance, decided to allocate more time in case of similar issues as the graphite core at Hunterston ,it is expected to go back online in November. Reactor 4 is also off

until December, therefore there will be several months without electricity from HPB. Cllr Chave emphasised that there are no issues with safety.

25/20 HINKLEY C COMMUNITY IMPACT MITIGATION (CIM) UPDATE:

1. Victory Hall. Cllr Ford forwarded a progress report to councillors before the meeting. The builders have been back at work for the last three weeks, during that time they have made good progress. The Trespa panelling has been installed on the rear and upper elevations of the building. The large back doors and some of the other doors have been installed and the lower roofs have been tiled and the electricians and plumbers have been busy with first fixings inside the building. The latest date I have heard for completion and handover is mid-September but there may be further slippage due to delays in the supply of some materials. We have made the Youth Club available to the builders. The COVID-19 virus guidance requires them to provide flush toilets for their workers. It is also difficult to maintain social distancing in the cabin that the workers use for their lunch and other breaks and the Youth Club is not being used. They have kept everything clean and tidy.
2. Cllr Goss asked whether contractors still able to source materials. Cllr Ford commented there was an issue of plaster and was told there may be a delay with manufacturing it.

26/20 PLANNING APPLICATIONS AND DECISIONS:

1. Current applications
 - a) 3/3/32/19/011 Land off Shurton Rd, 70 dwellings. *Additional comments sent for Appeal. Appeal Hearing delayed due to coronavirus.*
 - b) 3/32/19/019 Paddons Farm erection of 27 dwellings, relocation of children's play area and associated works: land at Paddons Farm, Stogursey, TA5 1BG. *Additional comments sent for the Appeal. Date for appeal not known.*
 - c) 3/32/19/023 Outline application with some matters reserved except for access for the erection of up to 40 No. dwellings, Land south of High Street, Glebe Field, 40 dwellings. *Response sent. Awaiting decision.*
 - d) 3/32/20/003 Outline application with all matters reserved except for access for a residential development of up to 32 No. dwellings Land off Shurton Rd, 32 dwellings (resubmission of 3/32/19/011). *Response sent. Awaiting decision.*
 - e) 3/32/20/004 Outline application with some matters reserved, except for access, layout and scale, for the erection of 5 No. dwellings Tanyard, Castle Street, 5 dwellings. *Response sent. Awaiting decision.*
 - f) 3/32/20/009 Paddons Farm erection of 27 dwellings, resubmission of 3/32/19/019 but with revised play area. *Response sent. Awaiting decision.*
 - g) 3/32/20/010 Knighton Farm, Agricultural Building for livestock. *Response sent. Awaiting decision.*
Cllr Morgan left the meeting at 1945
 - h) 3/32/20/011 Erection of single storey extension to side and rear. 14 Town Close, Stogursey.
Councillors were previously sent details – there were no comments or objections to the planning application; Cllr Ody will draft the letter to be forwarded to the parish clerk for despatch.
Cllr Morgan returned to the meeting at 1948
2. Variation of S106 Conditions (3/32/20/019) Strongvox Appeal – SPC submitted a late objection to the variation of the S106 agreement, which has been recognised by the Planning Inspectorate (PI) and is on their website (sent under cover of supporting letter of J.Guise (SWT)). The PI asked Strongvox & SWT to comments on SPC's issues. SWT outlined the situation with WSC & SWT since 2010, admitting, they have not been proactive, and commented that Strongvox did not comply with the conditions of the transfer. They consider, however, that there is no issue with the transfer of £15k not being indexed. We are now awaiting the decision of the PI.

27/20 MEETING REPORTS:

1. 4.6.20 – Neighbourhood Plan Working Group meeting. Members of the WG are still showing interest and continuing to work in separate focus groups. The WG have appointed a Chair, Vice Chair, Treasurer and publicity officers. They are still looking for a secretary.

28/20 FORTHCOMING MEETINGS:

1. 26.6.20 - SSG is cancelled

29/20 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.
2. SCSN.
 - a. A report was circulated to parish councillors informing members of the work carried out so far and how the grant funding (applied for by the parish council) has been spent. They have received donations from residents The council received a question from a resident regarding the distribution of Food parcels to residents without assessment, and whether there were any steps in place for what would happen at the end of Covid-19 when the scheme is withdrawn, after they have been used to receiving them. The chair stated that any issues or concerns

should be raised with the group themselves. The clerk reported that in accordance with the exceptional Covid-19 procedures implemented by Foodbanks, clients were referred in a variety of ways and were allowed more parcels before they underwent a review than in normal circumstances. In line with the Foodbank's procedures, the network have just gained consent, from those clients willing to give it, for them to be referred for an assessment by a suitable professional agency.

b. The SCSN are diversifying with additional ideas, (share a meal scheme, dog walking, activity packs etc.). Cllr Goss remarked on how well the group are doing in providing a valuable service for the parish.

3. Local Government Re-organisation / One Somerset. Various correspondence has been received relating to the proposal for a unitary authority. Cllr Ford commented that he would like more information on how it will work, and does not think this is the right time (Covid-19). Discussion included the issue that the district council cannot afford local services, and are already using partnerships who are already working together. A unitary council may not necessary improve local areas, however the focus of the current district council is often elsewhere. The clerk will collate information from councillors in order to complete the survey, and to respond to **SALC** and by the deadline of 3.7.20.

Action: Clerk

4. Stogursey Parish Stagecoach. After various attempts of members trying to recruit new drivers, even before the Covid-19 pandemic, Stagecoach has struggled to get volunteers. They have provided a fantastic service in the past 5 years, but with the current climate which has made it difficult to continue safely, they have now decided to close the stagecoach service. It is hoped that someone else will take up the mantle in the future. The chair offered the thanks of the parish council to all its members for the excellent service provided for the parish,

5. SPC Vote of No confidence in SWT planning department. A meeting is planned for the chair and vice chair, with SWT officers and portfolio holders to discuss SPC reason behind their decision. Stogursey is in a unique position because of HPC, and everything related to the construction (vehicles, construction workers) has an impact on the parish, and its residents). Many planning applications took this impact into account under WSC, however SWT does not. Cllr Goss confirmed that the meeting is with Nick Byant, Head of Strategy and is not to discuss the actual complaint (which is being dealt with by A.Treglass, Head of Governance), but to discuss any other issues that SPC are concerned with. Cllr Ody commented that planning applications often remain on the system for a long time before a decision is made – it was agreed that this is unfair on both residents and developers. Cllr Goss has already raised this issue with A.Tregallas.

30/20 **ENHANCEMENTS:**

1. The planters on the Gravel have been planted up, and Cllr Morgan has arranged to meet Wessex water in order for the tap to be replaced and re-install the water supply. **Action: Cllr Morgan**

31/20 **HIGHWAYS:**

1. Cllr O'Driscoll reported that the flooding issue on the roads at Stolford still need attention. He proposed that the parish council write to K Bridgwater and ask for an update, seconded by Cllr Calvert. All agreed. **Action: Clerk**
2. Castle Street repairs appear to be adequate for the vehicles using the road, however Cllr O'Driscoll is conscious of vehicles that may damage roads in autumn, and asked what can be done to negate future damage. Cllr Goss suggested the parish council write to farmers before the autumn to ask them to be aware. All agreed. **Action: Clerk**
3. Cllr Morgan suggested the parish council look ahead to the August meeting and consider whether to conduct a 'walk around the parish' as conducted in previous years. Cllr Ford suggested adding the suggestion to the Agenda for the next meeting. **Action: Clerk**

32/20 **PUBLIC RIGHTS OF WAY – PRoW:**

1. A resident reported that a kissing gate at the exit of the footpath onto Town Close has been tied and padlocked to a steel gate preventing passage as a quick fix, however it is unacceptable. They reported that it is possible to squeeze past the gatepost risking ripping your leg on the barbed wire. The fence has been damaged and the farmer has locked it to protect his livestock. Cllr Jones has reported the damage to SCC.
2. Cllr O'Driscoll has heard young people on the Glebe field using quad bikes. He will keep an eye on them and report back. Cllr Bastick reported that there appeared to be tents on the land, and wondered whether they are connected. Cllr Morgan reported that the hedge needs to be cut back and the tenant needs to be contacted as it is a Highways issue. In the past, the parish council has contacted Highways who have then contacted the landowner/tenant.
3. The path leading to the castle is becoming overgrown. Cllr O'Driscoll cut back the vegetation last year and will cut it again this year. **Action: Cllr O'Driscoll**

33/20 **FINANCE (The Clerk):**

1. The list of Invoices for payment and monies received, (Appendix 1) and the Financial Statement (Appendix 2) was forwarded to councillors before the meeting and are attached to these minutes. There were no comments or questions.

The Financial Statement; and the Invoices for payment was APPROVED as proposed by Cllr Chave, seconded by Cllr Ford, all agreed. All payments will all be made online.

2. Approve Annual Internal Audit Report 2019/20. The internal audit was conducted by Mr R Young (Woolavington Parish Clerk) who found no issues. Cllr Ford proposed that the Internal Audit report be approved, seconded by Cllr Ody, all agreed.

3. Approve Annual Governance and Accountability Return 2019/20 Part 3 Section 1. Cllr Ford proposed the AGAR Part 3 Section 1 be approved, seconded by Cllr Bastick, all agreed.

4. Approve Annual Governance and Accountability Return 2019/20 Part 3 Section 2. Cllr Ford proposed the AGAR Part 3 Section 2 be approved, seconded by Cllr Ody, all agreed. The clerk will complete the paperwork and arrange for the Clerk and Chairman to sign the relevant sections, before submission to the External Auditors. **Action: Clerk**

5. Parish Council Bank Debit Card. The debit card and has been received and used for the monthly payments of Zoom and website hosting, and negates the need for the clerk to pay for parish council expenses and claim them back. Cllr Ford proposed that the clerk be initially given an upper limit of £45 without prior approval from the parish council. Seconded by Cllr Chave, ALL AGREED.

6. Asset List. Thank you to Cllr Calvert for taking all the photographs for the updated asset list that will make it easier to keep a record of the parish council assets

7. Risk assessment Members considered and approved the revised Risk Assessments / Internal Control measures for 2020/2021. A separate risk assessment is being finalised for the Christmas tree and lights.

8. Clerk Increment Level. Cllr Goss proposed that the increment level increase awarded in April to the current clerk should be two Spinal Column Points (to SCP 17) in recognition of the additional work carried out servicing the parish council and be backdated to 1.4.20. Seconded by Cllr Ford, all agreed.

34/20 NEW CLERK APPOINTMENT:

1. Following a paper sift of 8 applications and interviews of 3 potential candidates on 9.6.20, Richard Wand has been appointed as parish clerk. The chairman introduced and welcomed Richard to the parish council. The existing clerk will be working alongside Richard during the handover period up until the next parish council meeting on 14.7.20.

The chairman suspended standing orders in order to allow a resident (who had resolved his technical issues) to speak

PUBLIC FORUM – ADDITIONAL POINT

3. The resident expressed concern about motor cycles driving at excessive speed along the C182 near the Shurton turning and that there may be an accident. He also expressed concern of vehicles joy riding on Sunday afternoons. The chair reminded councillors that points from residents do not necessarily require a response. Cllr Ford commented that the resident had raised a valid point and the parish council could contact the police on his behalf. The chair commented, that it should be noted, that it is not necessarily the procedure that issues are reported to the parish council and suggested that the issue should be raised with the relevant authority, in this case the police. It is recommend that parishioners initially report their issue direct to the police and the parish council could write to HPA, B & C stations and raise the issues again.

Standing orders were resumed

35/20 WEBSITE ACCESSIBILITY REGULATIONS:

1. The Clerk reported that her initial concern that there had not been much information about how to make the website compatible to meet the new legislation, however since the agenda was issued guidance has been received from SALC/NALC regarding self-assessment of the website. A full audit may prove expensive, however, if this is likely to be a financial burden, and likely to be disproportionate to what the website offers, then councils can complete a self-assessment. The clerk will look at the criteria and investigate the cost of an audit. **Action: Clerk**

36/20 DATE AND TIME OF THE NEXT MEETING:

1. The next meeting will be held on **Tue 14 July 2020** at 7.15pm (Public Forum) followed by the Main meeting on the Zoom platform. The date has been changed to the 3rd week of the month to provide time for the new clerk to get established before the parish council meeting; the current clerk will remain in post until after the meeting.

The meeting ended at 9.10 pm.

Signed: (Chairman)

Date:

Schedule of Receipts and Invoices for Payment 10 June 2020**Balances at 31.5.20**

Lloyds Current Account Balance	4650.68
Lloyds Deposit Account Balance	19775.33
Lloyds Reserves Account Balance	50600.44
Total Cash at Bank	74996.45

Payments made since the last meeting on 13.5.20

	<u>Payee</u>	<u>Amount</u> £	<u>Pmt details/ chq no</u>	<u>Details</u>
29.5.20	Greenslades	1776.00	BP	Lengthsman Service April 2020
29.5.20	S Roberts	594.00	BP	Asbestos removal at allotments
29.5.20	IONOS	5.99	Dr card	Website hosting May 2020
29.5.20	S Elstob	750.00	BP	SCF Covid-19 fund – activity packs
3.6.20	Zoom	14.39	Dr Card	Monthly subscription
3.6.20	S Elstob	200.00	BP	Donation from VH Committee
11.6.20	InkToner	£13.31	Dr Card	Printer Ink

Payments due 10.6.20

<u>Payee</u>	<u>Amount</u> £	<u>Pmt details /chq no</u>	<u>Details</u>
G Orchard	879.58	BP	Clerk Salary May 2020 (includes overtime, and expenses, less PAYE, NIC, & Pension)
Mr R Young	£30.00	BP	Carry out internal audit for SPC Apr 2019 – 31 Mar 2020
G Orchard	£5.99	BP	Website hosting April 2020
HMRC	295.44	BP	Employee tax (PAYE) & Employer & Employee NIC May 20
NEST	32.76	DD	Employee & Employer Pension Contribution
J Foster	£575.00	BP	Mowing churchyard (x2), clearance at Shurton
H Staddon	£37.09	BP	Plants & fertiliser for gravel (Enhancements)
IONOS	£5.99	Dr card	Website hosting June 2020 (due 25.6.20)
Zoom	£14.39	Dr Card	Monthly subscription (due 3.7.20)

Receipts Since last meeting

Bank Interest - May 2020	£2.87
SCF Covid-19 Fund for SCSN (Children activity packs)	£750.00
Donation from VH Committee for SCSN	£200.00
Allotment rent (incl £30 deposit (Tfr to Res a/c))	£46.00