

134.2/14	Somerset Local Authorities Civil Contingencies Unit – Emergency Contacts – it was agreed that the Clerk would send a copy of this document for DM for completion in conjunction with the Parish Council Emergency Plan	Clerk
136.2/14	Neighbourhood Watch – CC and DM are trying to restart neighbourhood watch schemes that have lapsed. The Neighbourhood Watch Co-ordinator in Bridgwater will ask one of the PCSO's to attend a meeting and talk about the scheme - ongoing	CC/DM
136.3.2/14	Village Rangers – DS stated that this idea is still under consideration and he will approach Denis Pattison about this who first mentioned the idea.	DS
10.1 (APCM)	Grove Shute Farm – PH/AT were asked to clarify MDC's policy on the affordable housing process – also discussed elsewhere in the minutes.	PH/AT
11.3 (APCM)	Insurance Policy – the Clerk to forward the policy to DM for consideration	Clerk
11.4 (APCM)	Item 11.4 Reviews of insurance cover – the clerk had received a copy of the Recreation Field insurance for consideration. A risk assessment had been done in the past but not recorded, the clerk will remind them again about this. The Clerk will ask the Memorial Hall for a copy of their insurance. DS will speak to Alan Nicklin regarding his help with insurance reviews.	DS Clerk
12.3 (APCM)	Item 12.3 Co-option – the Clerk to email a contact regarding her possible interest in joining the council.	Clerk
008.2/15	Annual Return/Governance Statement –the Clerk had sent the audit document to Grant Thornton.	
008.3/15	Grant for Recreation Field – item to be discussed elsewhere on the agenda	
009.1/15	Cemetery Matters – the Clerk had received details of Mr Brook's solicitor and an estimate of the costs involved. The Clerk had also received a third quotation from a solicitor for the costs likely to be incurred by the Parish Council.	
010.2/15	Defibrillator - DM had provided a draft letter to the Clerk together with a list of companies and organisations to approach regarding funding. Responses are still awaited.	
011.1/15	Contingency/Emergency Plan and Risk Assessment - DM had met with Geoff Mackett from MDC who was content with what has been done so far. This item will be discussed again in September	Sept agenda

014/15	Community funding through the Thompson Family Charitable Trust – the Clerk had written for further information	Clerk
016/15	Freedom of Information Request – The clerk to send this to CC for consideration	Clerk
023/15	DISTRICT AND COUNTY COUNCILLORS REPORTS	
023.1/15	District Report	
	AT asked whether the Council had any planning enforcement issues. CC agreed to email AT information about any outstanding enforcement notices.	CC
023.2/15	County Councillor Report	
023.2.1/15	Bus Service	
	<ul style="list-style-type: none"> • PH reported that negotiations are underway with three service providers to take over the 161 bus route. There is confidence that replacement services will be available. Any specific cases of hardship following cessation of the current services to be forwarded to PH. • The 184 bus route which culminates in Bath will be taken over by the 174 service. Revised timetables have been promised by the end of next week. 	
023.2.2/15	Volunteer Car Scheme – name of contact in Holcombe to be provided to Graham Harris. The Clerk will contact the Clerk at Holcombe to find out the name and pass this on.	Clerk
023.2.3/15	Free mini buses – Talks ongoing with Mendip Community Transport who may be able to provide some interim services with a more permanent solution when two new buses are available in December/January. There is an action for Councillors to identify bus users in the village to seek their views	ALL
023.2.4/15	Tor 4 Wind Turbines – public enquiry in September. Richard Mauwer from Cloford is leading the opposition. AT will find out if the documents involved are publicly available.	AT
023.2.5/15	Affordable Housing	
	<ul style="list-style-type: none"> • S106 Grove Shute – advertised in the press again this week as a development opportunity. PH stated that the lawyers are still looking at the guidelines for ascertaining affordable housing. There should be three factors 	

- Rented, part ownership or sold
- Locality criteria
- Social need

- It was agreed that if a needs survey is required then this can be done. The Council once again asked PH to obtain clarity from MDC on the rules and regulations governing the allocation of affordable housing.

PH

023.2.6/15 **Declarations of interest** – not yet published on the website

023.2.7/15 **Devolution** – MDC are talking with South Somerset about some shared services. Feasibility studies are being carried out.

023.2.8/15 **Shape Mendip** – has been signed off

024/15 PLANNING

024.2/15 Planning – Status of current applications

024.2.1/15 **2015/1209/FUL** – change of use of existing disused quarry and construction of three holiday lets at Whitehole Farm Quarry, Leigh-on-Mendip for Mr John Patch – pending consideration

024.2.2/15 **Grove Shute Farm** – still awaiting S106 agreement (see above)

024.2.3/15 **2015/1467** - Application for a single storey rear extension at Bramble Hedge is for a lawful extension certificate

024.2.4/15 **Erection of four 80 metre high wind turbines at Torr Quarry** CC reported that this application originally refused by MDC in March 2014 is now going to appeal. The Planning Inspectorate will be holding a Public Enquiry at MDC Offices from 2 – 4 and 8 – 11 September starting at 10.00 a.m. The Torr Wind Action Group is asking for supporters to attend the hearing. CC agreed to email information to Councillors.

CC

024.2.5/15 **Planning Training** – Matt Williams the Planning Team Manager had held a planning training session for new councillors in July. The Clerk had printed off the presentation and agreed to send to Councillors as an aide memoire. Any new Councillors will be given a copy of the presentation.

Clerk

025/15 FINANCE

025.1/15 **Financial Statement** – the statement to 20.07.15 was approved

- 025.2/15 **Grant for Recreation Field – goalposts** – the Clerk reported that she had attended the Recreation Field Management Committee meeting and had asked them to present a more detailed proposal of what they want with costings to include information on how the goalposts are to be stored or secured. This is awaited. **Clerk**
- 025.3/15 **Grant for Toddler Group** – a request had been received from the Toddler Group for a grant towards the cost of hiring the hall. It was proposed by CC, seconded by DS and agreed unanimously to award a grant of £50 towards their costs and also to provide them with details of the Local Legacy Fund which may be able to help with grants. It was also agreed to suggest that an increase in fees may be appropriate. **Clerk**
- 025.4/15 **Payment to internal auditor** – it was proposed by CC, seconded by GN and agreed unanimously to send a cheque for £30 to the internal auditor for his work in auditing the Council's books. **Clerk**
- 025.5/15 **Transfer of funds** – it was proposed by DS, seconded by KP and agreed unanimously to transfer £3,000 from the bank account to the NS&I account. The Clerk was asked to obtain the appropriate forms from the bank for the next meeting. **Clerk**
- 025.6/15 **Cheques signed**
- **Clerk's Salary for June 2015** - £176.27 Payscale 19
 - **Clerk's Salary for July 2015** - £176.27 Payscale 19
 - **Mr A Cross** – half year payment for Cemetery grass cutting - £650.00
- 026/15 CEMETERY MATTERS**
- 026.1/15 It was agreed that the Clerk should remind Mr Cross to continue strimming and tidying around the graves and edges of the churchyard. The sunken grave also needs to be filled in. The Clerk in her role as Burial Clerk will report to MDC any dangerous gravestones. **Clerk**
- 026.2/15 New Cemetery**
- 026.2.1/15 It was agreed to obtain written confirmation of the quotations from the solicitors regarding the costs which the Parish Council would face for the transfer of the land from Mr Brook. **Clerk**
- 026.2.2/15 It was proposed by DS, seconded by GN and agreed unanimously that once the quotations have been received, the Chairman can instruct up to a value of £1,000.
- 026.2.3/15 It was agreed that boundaries would need to be clarified when the solicitors carry out the necessary checks for the transfer as well as confirming what land is owned by neighbours

026.2.4/15 CC reported that he had received a response from MDC regarding the pre planning application and no significant planning issues were apparent.

027/15 REVIEW OF ACTIONS FROM PARISH PLAN

027.1/15 The 2012 update of the Parish Plan was reviewed and the actions discussed as follows

027.1.2/15 Short Term Actions

- Communicating with parishioners – website and Facebook page now available
- PCSO Support and contact – contact details to be put on the noticeboards to include parish councillors details and telephone numbers. Communication also through quarterly liaison meetings
- Taxi link service – community volunteer car scheme being explored by Parish Council
- Noticeboards – a new noticeboard has been ordered for the corner of Park Hayes
- Village Welcome Pack – updated and is available on the website. Where possible copies are given to new residents or they are directed to the website
- Neighbourhood watch – currently action around trying to reinvigorate two schemes
- Fingerposts – SCC and Highways are responsible for the signs. Fingerposts were repainted a couple of years ago but within weeks started to go rusty again.
- Spring bulbs – Wild Flower Meadows project with seed collection ongoing. Areas of wild flowers planned in the Recreation Field.
- Liaison with planning – training courses have been attended

027.1.3/15 Long Term Actions

- Plastic and cardboard recycling – kerbside collections in place
- Litter – Coleford Recycling Centre now closed, additional dog bin provided at the Recreation Field. Dog bin currently at Church Walk to be resited, ask DM to consult with the Memorial Hall Committee about siting it close to the Hall.
- Speeding traffic – monitoring continues. School wig wag warning lights now in situ
- Parking Around the school – still an issue. Scooter rack provided by the Parish Council

DM

- Young People's Activities – Skate Park has become the pump track the installation of which is still ongoing. Any volunteers to assist with young people's activities would be welcomed
- Extension to the Memorial Hall - complete
- Shop and Post Office facility – Broad Bean Farm shop open and closed. Free 'bus service available to supermarket in Frome – more information to be included on this. Fruit and vegetable mobile shop visits weekly. Internet shopping training available through LOMCA
- Businesses and jobs – as before
- Affordable housing – remarks about Development Plan to be updated.
- Bridle, cycle and footpaths – nothing further done about bridle and cycle ways. Consider the possibility of developing a link to Sustrans by involving the quarry.
- Environmental area – include the Wild Flower Meadow project, Leigh Forest School.
- Community Activity Project – LOMCA continues with Active Living Centre events.

027.1.4/15 It was agreed that CC would update the plan for further comments and then it will be reissued.

CC

028/15 VOLUNTARY CAR SCHEME AND PUBLIC BUS SERVICE

028.1/15 CC reported that it is intended to stop the 161 'bus service through the village. The Frome and Villages Bus Users Group organised a meeting which CC attended and a demonstration was held in Frome on 11 July. As a result of this the Users Group intend to organise a meeting with the SCC and the Councillors responsible for transport. It was agreed that the views of current users of the service are required. Feedback is also required from the meeting with SCC. (see also item 023.2.1/15)

029/15 COUNCILLOR REPORTS

029.1/15 **PCSO** – vandalism has occurred at the Forest Classroom and graffiti has appeared in the Recreation Field, on the telephone box and the bus shelter. Both have been reported. GN will email Mike Storey for an update

GN

029.2/15 Footpaths

029.2.1/15 **Adopt a Path** – a SCC scheme which calls for volunteers to be listed. DS will ask current volunteers if they wish to be included.

DS

029.2.2/15 **Dores Hill Farm** – fencing across a footpath has been reported by the Ramblers.

- 029.2.3/15 **Barnsclose** – completely overgrown – DS has raised a job number with SCC.
- 029.2.4/15 **Hogweed** – someone has erected a sign about the presence of hogweed on a patch of land adjacent to The Firs.
- 029.3/15 Highways** – thanks were extended to GN for distributing the pamphlets regarding the road sweeper
- 029.4/15 Recreation Field** – the pump track project seems to be moving ahead again with a recent tree survey being carried out
- 029.5/15 Memorial Hall** – nothing to report.
- 029.6/15 School** – nothing to report
- 029.7/15 SALC** – nothing to report
- 029.8/15 Quarry**
- 029.8.1/15 The quarry are upset about the vandalism at the outside class room and will be reinstating it and clearing up the glass.
- 029.8.2/15 CRH new ownership completed at the end of this month. The name will change to Tarmac. Very positive on PR and community support and have already donated gift vouchers and stationery to the school.
- 029.8.3/15 Employee volunteering has been officially launched company-wide. The programme is intended to meet a target of contributing 50,000 volunteer hours per year by 2020 and delivering a commitment of providing a positive contribution to local communities.
- 029.8.4/15 The company intend to do more at the village Fair and will have a display area.
- 029.8.5/15 The work on the water pipe planned to run to the fishing lakes has started and there will be some road closure involved
- 029.8.6/15 Rookery Farm – landscaping underway
- 029.9/15 Coleford Hub** – nothing to report
- 030/15 POINTS FROM PARISH BULLETIN**
- Local legacy fund will launch on 20 July with closing date for applications being 16 October.

- Equality Act – a training session was held for Parish Clerks and newly elected Parish Councillors. As part of this training it was agreed that all Parish Councils would sign up to MDC Equality Opportunity Policy and also sign up to an Equality Objective. This objective will be created through a consultation event on the 17 September and shared after that point for agreement.

031/15 MEETINGS ATTENDED/TO BE ATTENDED

- 031.1/15 DS attended a Neighbourhood Watch meeting at Wells Town Hall on 8 July when it was reported that crime figures are going down. Official visits to the Call Centre at Portishead are available. New custody holding cells complete at Bridgwater
- 031.2/15 19 August PCSO at Kilmersdon at 7.00 p.m.
- 031.3/15 23 September Rural Forum at MDC – agenda to be announced.
- 031.4/15 Tor 4 Wind Turbine Appeal – 2 – 4 and 8 – 11 September. Information to be distributed when available.

032/15 CORRESPONDENCE

- 032.1/15 The Clerk had received the following correspondence/information
- Avon and Somerset Police newsletter
 - Rural Services Network weekly news digest – to be distributed as and when required
 - Somerset Choices is now live and posters and leaflets will be sent out for display on noticeboards and in village halls
 - Email from Sally Taylor, Empty Homes Officer at MDC regarding Empty Homes Cross Working Group asking for volunteers to be part of the group.

033/15 DATE AND TIME OF NEXT MEETING

- 033.1/15 The next meeting will be on 21 September 2015 at 7.30 p.m. in the Memorial Hall Committee Room. There will be no meeting in August.