

Pitcombe Parish Council

Minutes of a meeting of Pitcombe Parish Council held on Tuesday 11th June 2019

Present: Councillors Donald (Chair), Currie, Groom, Waller and Wells

Also present: District Councillor Robin Bastable and County Councillor Anna Groskop

Clerk: Zöe Godden

There was one members of the public present at the start of the meeting.

The meeting started at 19:30.

1. To note that Councillor Donald has resigned as Chairman; to elect a new Chairman and receive a declaration of acceptance of office.

Councillor Donald opened the meeting and asked for nominations for the position of Chairman. Councillor Waller was nominated and seconded. No other member of the council was nominated.

RESOLVED: It was proposed and unanimously agreed that Councillor Waller be elected as Chairman and the declaration of office was signed accordingly. Councillor Waller took the Chair for the remainder of the meeting.

2. Apologies: PCSO Tim Russell

3. Declarations of Interest: None

4. To consider candidates for co-option to the Parish Council.

There had been one applicant for the vacant positions on the Parish Council and an eligibility statement had been received by the Clerk before the meeting.

Councillor Donald nominated Lucie Donahue and Councillor Currie seconded this nomination. **Members voted unanimously to co-opt Lucie Donahue to the Parish Council.** A signed declaration of acceptance of office form was received and witnessed by the Clerk, and Councillors Donahue took a seat with the Parish Council.

5. To elect a Vice-Chairman and receive a declaration of acceptance of office.

The Chairman asked for nominations for the role of Vice-Chairman. Councillor Wells was nominated and seconded. No other member of the Council was nominated.

RESOLVED: It was proposed and unanimously agreed that Councillor Wells be elected as Vice-Chairman and the declaration of acceptance of office was signed accordingly.

6. Minutes: The minutes of the Parish Council meeting held on 14th May 2019 were agreed as a correct record and signed by the Chair.

7. To receive reports from

- i **County Councillor Anna Groskop** reported that Somerset County Council had had financial problems in previous years but that they had been able to balance their books this year and had put £4m into reserves. Councillor Groskop said that this had been achieved through the receipt of an additional grant from Central Government and from making savings to libraries and maintenance repair budgets. Councillor Groskop informed members that Bruton Library had become a Community Library and was looking for volunteers to work there on Thursdays and Fridays. Councillor Groskop also said that South Somerset Community Accessible Transport was looking for volunteer drivers to take people to hospital.
- ii **District Councillor Robin Bastable** reported that the Extinction Rebellion group had attended the last South Somerset District Council Area East meeting and, as a result, SSDC called a Climate Emergency. Although this was a broad topic, a lot of people wanted to get involved. Councillor Bastable went on to report that permitted development rights now applied to larger developments of up to 8m. Members asked Councillor Bastable to raise the issue of the cessation of the weekly email from SSDC to inform subscribers of new planning applications and recent planning decisions. Councillor Bastable agreed to ask for this to be reinstated and advised that the parish Council should write to SSDC to request the same.
- iii PCSO Tim Russell had sent his apologies and provided a report, which was noted by the Parish Council. The Clerk was instructed to email PCSO Russell to say that his attendance at Parish Council meetings was appreciated and that the Parish Council would like to see him more often.

(Action Parish Clerk)

8. To review Planning Applications, Road Closures, Foot Path Diversions.

- i Outcomes of applications considered at previous meetings: **18/03731/FUL** - Use of land for the stationing of 2 mobile homes for occupation by agricultural workers - Land East of Ridge Lane, Hadspen, Castle Cary – **Granted with conditions**

Noted.

Members went on to discuss an associated application (18/02171/FUL) and said that there had been an increase in traffic and light pollution as a result of permission being granted for this application. There were problems with the grubbing up of historic greenways and the laying of hardcore. Concern was also raised about the dumping of slurry at this site as it was at a high point in the Parish and any pollution could be washed down to lower levels.

The Clerk was instructed to contact the applicant to ask him either to attend the next Parish Council meeting or to submit a written report on progress at the site as this did not appear to be progressing as planned.

(Action Parish Clerk)

ii New Planning Applications: **None**

iii Other planning matters: To note that SSDC will no longer be sending weekly updates by email to subscribers with details of new planning applications and planning decisions.

The Clerk was instructed to write to SSDC to request the reinstatement of the weekly updates and to make the point that the Parish Council and Clerk rely on these to be able to discharge our duties to the Parish. The Clerk was further instructed to make mention of the fact that there is no broadband facility at the Village Hall so planning applications cannot be viewed directly from the website.

(Action Parish Clerk)

iv Temporary Road Closures: **None**

v Path Diversions – **None**

9. Reports from Portfolio holders not covered elsewhere on the agenda.

The Clerk was instructed to add an item to the next agenda for the allocation of responsibilities to Councillors. The areas of responsibility were drains and roads, planning applications and social media monitoring and environmental matters.

(Action Parish Clerk)

An overgrown footpath (WN22/13) had been reported to the Chairman and the Clerk. Councillor Wells confirmed that this would be dealt with shortly.

10. Finance.

i To review the Budget vs Spend sheet.

Noted.

ii To approve the cash book and bank reconciliation for April 2019.

The cash book and bank reconciliation were checked by Councillor Currie.

RESOLVED: It was proposed and agreed to approve the cash book and bank reconciliation as presented.

iii To approve payments of:

Zöe Godden	Salary and expenses May 2019	£214.39
HMRC	Income Tax May 2019	£48.60
Zöe Godden	Salary June 2019 (post dated cheque)	£193.30
Lightatouch	Internal Audit fee 2018-19	£75.00

RESOLVED: It was proposed and agreed to approve the payments as presented and that Councillors Donald and Waller would sign the cheques.

iv To consider paying £80 for a defibrillator training session for the Parish.

Councillor Currie explained that Hadspen Village Hall had funded the last training session held in April.

RESOLVED: It was proposed and agreed that the Parish Council would pay £80 to fund the next defibrillator training session to be held in September at Sunnyhill School and that the funds would come from the Defibrillator Consumables budget.

v To note that Councillors Donald and Waller have been successfully added to the bank mandate and to agree to remove ex Councillors Brook, Comer and Knight.

RESOLVED: It was proposed and agreed to remove ex-Councillors Brook, Comer and Knight and to add Councillor Groom to the bank mandate.

(Action Parish Clerk)

vi To receive the Internal Auditor's report for 2018-19.

Noted. No recommendations had been made.

- vii To approve section 1 of the Annual Governance and Accountability Return

RESOLVED: It was proposed and agreed to approve section 1 of the Annual Governance and Accountability Return as presented.

- viii To approve section 2 of the Annual Governance and Accountability Return

RESOLVED: It was proposed and agreed to approve section 2 of the Annual Governance and Accountability Return as presented.

- ix To note that, in line with Financial Regulation 6.11 a sealed envelope containing all Parish Council passwords to access the laptop and various online accounts has been passed to the Chairman.

Noted.

11. Council Matters:

- i To note problems with speeding vehicles in the Parish and to agree any action to be taken. (CD)
Councillor Donald informed the Council that she had reported this matter to County Highways and would report back when she had received a response.

(Action Cllr Donald)

- ii To note receipt of an email from Paul Rawson from The Newt in Somerset regarding his offer to restore finger posts in the Parish and agree how to respond.

The Clerk was instructed to respond to thank Paul for his generous offer and to say that the Parish Council enthusiastically welcomed his contribution and looked forward to hearing from him with further proposals in due course.

(Action Parish Clerk)

- iii To note that the Friends of Castle Cary Library are putting on a fundraising event on Sunday 14th July at the Methodist Church in Castle Cary.

Noted.

- iv To hear an update on the recruitment of a new Parish Clerk and to appoint a third member to the recruitment panel.

The Clerk reported that one application had been received before the closing date. Another had been received six days after the closing date had passed. It was **agreed** to re-advertise the vacancy for a further week and to hold interviews during the week commencing 24th June. The Clerk was instructed to email all Councillors to ask for their availability to sit on the interview panel on 24th and 25th June.

(Action Parish Clerk)

19:47 – District Councillor Bastable and County Councillor Groskop left the meeting.

12. Items for report and for the next agenda

Please note this item can only be used for statements of information and requests for items to be included on the agenda at the next meeting.

Councillor Wells reported that there were problems with plastic pollution and the burning of agricultural waste on Pitcombe Hill and the Clerk was instructed to add this matter to the next agenda.

(Action Parish Clerk)

The Chairman noted that the Hundred Stone erected by David Hickley at Grove Cross has been knocked down. Councillor Donald agreed to write to Paul Rawson of The Newt to ask if he could help to right it.

(Action Cllr Donald)

13. Date of the next Parish Council meeting: 9th July 2019 at 7.30pm

The meeting ended at 21:00.



Zoe Godden
Parish Clerk