

Pitcombe Parish Council

Minutes of a meeting of Pitcombe Parish Council held on Tuesday 9th July 2019

Present: Councillors R. Waller (Chair), R. Currie, C. Donald, L. Donahue, M. Groom and A. Wells

Also present: District Councillor Robin Bastable, Holly Callow and Councillor Ewan Jones (Bruton Town Council) – all from 19:36

Clerk: Zöe Godden

There were no members of the public present at the start of the meeting.

The meeting started at 19:26.

1. **Apologies:** County Councillor Anna Groskop and PCSO Tim Russell
2. **Exclusion of Press and Public: To consider exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the following business is likely to disclose confidential information.**

RESOLVED: It was proposed and agreed to exclude the press and public until item 5 had been dealt with.

3. **Declarations of Interest:** None
4. **To hear the recommendation of the recruitment panel for the selection of a new Clerk from the two applicants interviewed and to agree which candidate should be selected.**

Councillors Groom and Waller summarised their reasons for recommending Holly Callow as the successful candidate.

RESOLVED: It was proposed and unanimously agreed to select Holly Callow as the new Parish Clerk.

5. **To confirm the Contract of Employment for the new Clerk, including the starting date and salary.**

RESOLVED: It was proposed and unanimously agreed to approve the Contract of Employment for the new Clerk, including setting the starting salary at SCP 7 of the NALC salary scales and the start date of 10th July.

19:36 - District Councillor Robin Bastable, Holly Callow and Councillor Ewan Jones (Bruton Town Council) entered the meeting.

19:36 – The Chair allowed a public open session.

Councillor Ewan Jones, the Chairman from Bruton Town Council, informed members that Bruton Town Council had agreed to start work on a Neighbourhood Plan and summarised the benefits of Neighbourhood Plans. Councillor Jones invited Pitcombe Parish Council to work together with Bruton Town Council to produce a joint Neighbourhood Plan. Councillor Jones took questions from members and informed those present that an initial meeting of interested parties was scheduled to take place on Thursday 18th July. It was **agreed** that members would try to attend.

19:55 – Councillor Ewan Jones left the meeting and the Chair brought the public open session to a close.

6. **To approve the minutes of the Parish Council meeting held on 11th June 2019.**

RESOLVED: It was proposed and unanimously agreed to approve the minutes as presented.

7. **To receive reports from**
 - i **County Councillor Anna Groskop** had sent her apologies.
 - ii **District Councillor Robin Bastable** summarised the areas that South Somerset District Council might focus on in terms of addressing the climate emergency. These included recycling, transport in rural areas and better quality affordable housing. Councillor Bastable went on to explain that too many members of staff had been lost during the Transformation process at SSSDC and, as a result, more staff were being employed to clear backlogs of work, especially in the Planning Department.
 - iii **PCSO Tim Russell** had sent his apologies and provided a report.

It was **agreed** to take item 11 viii at this point in the meeting.

- 11 viii To note receipt of a response from PCSO Tim Russell to the Parish Council's request for him to attend more meetings.

Members felt that there was a problem with drug crime locally and the Clerk was instructed to invite PC Sara Stephenson to attend the next Parish Council meeting on 10th September to address the wider parish community on local crime priorities.

(Action Parish Clerk)

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

- i Outcomes of applications considered at previous meetings: **19/00087/FUL** - Conversion of barn to a dwelling with associated alterations - Barn At 2 Mill Lane Cottages, Mill Lane, Pitcombe – **Granted with conditions**

Noted.

- ii New Planning Applications: **19/01208/HOU** - The erection of a garden room extension on south and west elevation of farmhouse - Colestile Farm, Colestile Farm Lane, Pitcombe. BA10 0PJ

RESOLVED: It was proposed and agreed that the Parish Council has no objections to this application.

- iii Other planning matters: To note a response from SSDC to the Parish Council's complaint regarding the removal of the weekly planning email and agree any further action to be taken.

District Councillor Robin Bastable reported that SSDC was still working on the website and looking at ways of speeding up the process of validating planning application. No further action was required.

- iv Temporary Road Closures:
 - a) Verrington Lane, Charlton Musgrove from the junction with Old Hill to the junction with Dancing Lane for 440 metres – 19th July for one day from 09:30 to 15:30.
 - b) Cumnock Road and Ansford Hill, Castle Cary from the junction with Wyke Road for 1560 metres from 5th August for 15 days from 07:30 to 17:30.
 - c) Quaperlake Street, Bruton from the junction with High Street and Patwell Street for 10 metres from 24th July for three days.

Noted.

- v Path Diversions – **None**

The Chairman reported that a member of the public had sent him an email to complain about potholes in Lime Kiln Lane and also to report that the sides of the road were eroding. The member of the public had also requested that the Parish Council arranged for an addition verge cut but it was noted that this was scheduled for November to December each year. The Clerk was instructed to report to County Highways that Lime Kiln Lane had several potholes and that the side of the road was eroding. The Clerk was further instructed to reply to the member of the public to say that these issues had been reported and to confirm that an additional verge cut would take place in the winter, as usual.

(Action Parish Clerk)

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

The Clerk was instructed to add an item to the next agenda to enable the Council to agree to write to SSDC regarding developments that had taken place without planning permission and possible non-compliance with planning conditions on Pitcombe Hill.

(Action Parish Clerk)

10. Finance.

- i To review the Budget vs Spend sheet.

Noted.

It was **agreed** to take item 10. iii at this point in the meeting.

- iii To approve payments of:

HMRC	Income Tax June 2019	£48.60
Viking Direct	Printer ink and paper	£25.64
SALC	Councillor Essentials training x 2	£50.00
Milborne Port Computers	Email support	£12.00

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

- ii To approve the cash book and bank reconciliation for May 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.

- iv. To agree to pay the ex-Clerk for up to 15 hours of locum work at £11.22 per hour to cover the period between the end of her notice period and the start date of the new Clerk.

RESOLVED: It was proposed and agreed that the ex-Clerk could be paid for up to 15 hours at £11.22 to cover the period of the handover to the new Clerk.

11. Council Matters:

- i To hear a report of plastic pollution and the burning of agricultural waste on Pitcombe Hill and to agree any action to be taken. (AW)

Councillor Wells is concerned about the erosion of bale covers resulting in plastic pollution of the ground and the nearby river. In addition, soiled bedding straw was being transported to the site and burned.

The Clerk was instructed to draft a letter to the farmer concerned to point out that, despite having been informed in the past, these problems were continuing. The Clerk was further instructed to ask the farmer to stop burning plastic and to remove the plastic already polluting the area. Furthermore, the Clerk was instructed to inform the farmer that there was a requirement for a license to be held for the burning of soiled bedding at this location and to ask for confirmation that such a license was held. The Clerk was instructed to share the draft of this letter with councillors before sending.

(Action Parish Clerk)

- ii To hear an update on the problem of speeding vehicles through the Parish. (CD)

Councillor Donald reported that County Highways had advised that, in order to tackle speeding in the area, the Parish Council could pay for a village entrance sign at a cost of £300 including installation. Two metres of verge was needed to accommodate such a sign. Another option suggested by County Highways was the addition of yellow rumble strips and "SLOW" road markings. The Clerk was instructed to add an item to the next agenda for Councillor Donald to give an update.

(Action Parish Clerk)

Councillor Donohue drew attention to the Quiet Lanes initiative that could be used to impose a 20mph speed limit on eligible lanes. Councillor Donohue said that the lane between Cole and Hadpsen could qualify and added that the scheme fitted in with environmental initiatives. The Clerk was instructed to add this matter to the next agenda.

(Action Parish Clerk)

- iii To confirm portfolio holders for the coming year to cover Drains and Roads, Planning Applications, Social Media Monitoring and Environmental Matters.

RESOLVED: It was proposed and agreed that portfolio holders would be: Drains and Roads – Councillor Currie; Planning applications – Councillor Donald; Social media monitoring – Councillor Donald; Environmental Matters – Councillor Wells.

- iv To note receipt of a letter of thanks from Yeovil Shopmobility in relation to the recently awarded grant.

Noted.

- v To note receipt of an invitation to attend the Somerset County Council Civic Service on 28th September.

Noted.

- vi To note the upcoming closure of the ambulance station in Castle Cary and to agree any action to be taken.

Councillor Wells informed members that the building in question had not been an ambulance station for 10 years. It was currently used for overnight storage of a vehicle and for the storage of some medical supplies. The closure of the building would not result in the loss of any ambulances from the fleet. Services should be enhanced due to the cost savings realised from not having to maintain the building in the future. The Chairman agreed to reassure the public by writing a piece for the next edition of the Parish Magazine.

(Action Chairman)

- vii To note an upcoming consultation in relation to proposed changes to service delivery at Devon and Somerset Fire and Rescue Service and to agree any action to be taken.

Councillor Currie agreed to review the proposals and inform the Council as to the implications for Pitcombe.

(Action Cllr Currie)

The Clerk was instructed to invite DSFRS to attend a future meeting to discuss the proposals.

(Action Parish Clerk)

- viii To note receipt of a response from PCSO Tim Russell to the Parish Council's request for him to attend more meetings.

This matter was dealt with after item 7 iii above.

- ix To note dates of upcoming training for Councillors and staff provided by SALC and to agree anyone to attend.

No members were able to attend.

- x To consider a response to a request for information from SSDC regarding any current activities or aspirations the Parish Council might have in relation to the climate emergency.

Members discussed the request for information and possible responses. The Clerk was instructed to respond, saying that the Council supported environmental initiatives in principle.

(Action Parish Clerk)

- xi To note dates and locations of public drop-in sessions relating to the review of SSDC's Local Plan.

Noted.

21:27 – District Councillor Robin Bastable 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.

The Clerk was instructed to add the following items to the next agenda:

- To agree how to consult the public on environmental issues, with a view to drawing up a policy.
- To hear an update on the Neighbourhood Plan meeting, taking place on 18th July, and agree any action to be taken.
- To consider ways to improve information sharing and engagement with the public.

(Action Parish Clerk)

13. Date of the next Parish Council meeting: 10th September 2019 at 7.30pm

The meeting ended at 21:32.

Signed

Date