

Pitcombe Parish Council

Minutes of a Pitcombe Parish Council Remote Meeting held on Tuesday 8th September 2020 via Zoom.

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

Clerk: Zöe Godden

Also Present: District Councillor Robin Bastable

There were five members of the public present at the start of the meeting.

19:30 – The Chair allowed a public open session

A member of the public asked if there was any news regarding a stop notice on land in the Parish and highlighted road safety concerns. The Chair confirmed that an update had been received and that the Clerk would circulate this to councillors shortly, after which, the Parish Council would be in a position to update the public.

Action Parish Clerk

A member of the public reported that people had been staying overnight in a shepherds hut in the Parish without the relevant planning permission being in place. The Chair said that this matter had been reported to SSDC by the Clerk.

There followed some general discussion about ownership of the land on which the shepherds hut was located.

19:43 – The Chair closed the public open session

The meeting started at 19:43

- 1. Apologies:** Apologies had been received from Councillor Donahue, County Councillor Anna Groskop and PCSO Tim Russell.
- 2. Declarations of any Interest:** No interests were declared.
- 3. To approve the minutes of the Parish Council meeting held on 9th June and 7th July 2020.**

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

- 4. To receive reports from**
 - i County Councillor Anna Groskop** had sent her apologies.
 - ii District Councillor Robin Bastable** informed councillors that SSDC had submitted a business case for the implementation of a two-unitary model called “Stronger Somerset”, and advised councillors to attend the online sessions that would explain the case further. There followed some general discussion about the SSDC and SCC unitary business cases.
 - iii PCSO Tim Russell** had sent his apologies and submitted a report, which is attached to these minutes.
- 5. To review Planning Applications, Road Closures, Foot Path Diversions.**
 - Outcomes of applications considered at previous meetings:
 - a) 20/01156/S73A** - Variation of condition 2 of planning permission 18/02384/FUL to enable minor material amendments to the proposed buildings and landscape; variation of the wording of conditions 3 (Materials), 4 (Archaeology), and 9 (Construction Management Plan) to reflect the approval of the required details and secure compliance at Land West of Cattle Hill Welham Castle Cary Somerset - **Application Permitted with Conditions**

Noted

- ii. New Planning Applications:**
 - a) 20/02129/FUL** - The erection of an agricultural building for housing cattle at Land East Of Ridge Lane Hadspen Castle Cary Somerset.

RESOLVED: It was proposed and unanimously agreed that the Parish Council had no objections to this application. However, it was noted that the site is actually west of Ridge Lane, not east and the Parish Council asks that SSDC amends the details accordingly.

- b) 20/02130/FUL** - The erection of an agricultural building for housing cattle at Land East Of Ridge Lane Hadspen Castle Cary Somerset.

RESOLVED: It was proposed and unanimously agreed that the Parish Council had no objections to this application. However, it was noted that the site is actually west of Ridge Lane, not east and the Parish Council asks that SSDC amends the details accordingly.

- iii. Other planning matters: To note submission to SSDC of a planning breach in relation to use of a shepherd's hut in woodland near the viaduct.

Noted

20:04 – The Chair allowed a public open session

A member of the public reported that the land on which the shepherds hut was located was classed as agricultural.

20:05 – The Chair brought the public open session to a close

- iv. Temporary Road Closures: None to report.
- v. Path Diversions: None to report.

6. Reports from Portfolio holders not covered elsewhere on the agenda: No additional reports were made.

7. Finance.

- i. To note new salary rates for all Local Government staff and an increase in annual leave entitlement from 21 to 22 days for staff with fewer than five years continuous local government service and to agree to adopt these.

RESOLVED: It was proposed and unanimously agreed to adopt the new annual leave entitlement and salary scales as presented.

- ii. To agree two bank signatories to sign a letter asking Barclays Bank to forward bank statements to the Locum Clerk's address.

It was **agreed** to defer this matter until after the recruitment of the new Clerk.

- iii. To review the Budget vs Spend sheet.

Noted – no issues were raised.

The Clerk was instructed to look into the ramifications of ignoring the NALC advice not to hold face-to-face Parish Council meetings and to report back to the next meeting.

Action Parish Clerk

- iv. To approve the cash book and bank reconciliation for June & July 2020. Councillor Currie had checked the bank reconciliation and found it to be accurate.

RESOLVED: It was proposed and unanimously agreed to approve the cashbook and bank reconciliations as presented. The reconciliations would be signed by the Chair at a later date.

- v. To approve payments of:

SALC	2020-21 SALC Affiliation fee	£103.99
Hoblake Services	Locum Clerk services 18/07/20 to 02/09/20 & mileage	£98.82

RESOLVED: It was proposed and unanimously agreed to approve the payments as presented. Cheques would be signed at a later date.

20:00 – Four members of the public left the meeting.

8. Council Matters:

- i. To note that the vacancy on the Parish Council can be filled by co-option and that the Clerk will advertise the vacancy accordingly.

Noted – The Clerk was instructed to put together an advertisement.

Action Parish Clerk

- ii. To note that SSDC is not able to carry out a review of Pitcombe's Conservation Area and that the Clerk is taking advice from SSDC as to the next steps.

Councillors discussed the reasons why a review of the conservation area might be beneficial to the Parish Council and wider community. It was **agreed** that a better idea of the scope and focus of any review should be decided before going any further. The Clerk had been advised by SSDC that a qualified consultant would charge between £2000 and £4000 to carry out a review. The Chair volunteered to speak with the member of the public who had suggested the review to discuss the above and would report back to the next meeting.

Action Chairman

- iii To note receipt of SSDC's "Stronger Somerset" document outlining a proposal for reform of local government and to agree any feedback the Council wishes to make; to agree any councillors to attend Zoom meetings to discuss the proposal with Alex Parmley, Chief Executive and Val Keitch, Leader of Council.

Noted – The Chair said he would attend the meeting on 22nd September. Any other councillor wishing to attend a meeting should inform the Clerk by the end of the week so she could book places.

Action Parish Clerk

- iv To note that, following correspondence from a member of the public, the Chairman has contacted County Highways to ask for steps to be taken to improve the junction at Grove Cross; to consider any further action to be taken.

The Chair reported that he had contacted County Highways to ask for advice on how improvements could be made to the Grove Cross junction to improve safety. The Clerk summarised discussions that had taken place at previous meetings held in 2017 to address this issue. Councillor Groom noted that The Newt had enhanced the junction by moving the hedge line back on a section of their land. The Clerk was instructed to add this issue to the next agenda.

Action Parish Clerk

- v To hear an update on drainage issues at Pitcombe Rock. (RC)

Councillor Currie described recent flash flooding through Pitcombe village. Having witnessed the flooding himself, Councillor Currie had requested a site meeting with County Highways to point out that rainwater does not flow into the roadside drains. Councillor Currie went on to say that, if residents cleared the drains near their properties, flooding would be less likely to occur. It was **agreed** that the Chair would write an article for the Parish Magazine to highlight this problem.

Action Chair

- vi To review and agree to adopt updated Standing Orders.

RESOLVED: It was proposed and unanimously agreed to adopt the updated Standing Orders as presented.

Action Parish Clerk

vii To agree three councillors to act as the recruitment panel for the new Clerk and to note the timetable of activities. Councillors **noted** the timetable. The Chair and Councillor Currie confirmed that they would be available to sit on the interview panel. The Chair agreed to ask Councillors Donahue and Wells if they could also sit on the panel.

RESOLVED: It was proposed and unanimously agreed that The Chair and Councillors Currie would sit on the interview panel; it was further agreed that Councillors Donahue and Wells would be asked to join the interview panel but that, if they could not, the panel would consist of only the Chair and Councillor Currie.

The Clerk was instructed to contact the candidates to inform them that the interview date would be 15th September subject to all councillors on the interview panel being available.

Action Parish Clerk

9. 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 an item to the next agenda to address the felling of some trees in the Parish that were subject to a tree protection order.

Action Parish Clerk

10. Date of the next Parish Council meeting: 13th October 2020 at 7.30pm

The meeting ended at 21:11

Signed:

Date: