

# CRANMORE PARISH COUNCIL

Parish Clerk – Vickie Watts

cranmoreparishclerk@hotmail.co.uk | 07971 516916 | Gallant Hill Farm, Foxcote, Radstock, BA3 5YB

## MINUTES OF MEETING HELD IN THE MEMORIAL HALL, CRANMORE, ON 12<sup>th</sup> October 2015 AT 7.30PM

**Present:** Cllr Grant Bolton, Cllr Ann Crowcombe, Cllr Alan Price and Cllr David Van Dyk

**In Attendance:** Vickie Watts (Clerk) took the minutes. 6 members of the public attended.

### 1 Declaration of interests and dispensations

There were none.

### 2 Apologies for Absence

Cllr Gallo, Cllr Mitchell and PCSO Nicola Housley sent apologies which were duly accepted by the Chair.

### 3 Agreement of Minutes of Meeting held on 21<sup>st</sup> September 2015 & matters arising

All Councillors agreed that the minutes were an accurate record of the meeting so were signed by the Chair.

*Vote 4 For, 0 Against & 0 Abstained*

All actions had been completed and will be discussed later in the meeting under the relevant agenda heading apart from:

The Clerk needs to seek a supplier of the appropriate quality reflective gear for SID volunteers

### 4 Meeting Open to the Public (no more than 10 minutes in total)

4.1 There was a complaint regarding over-hanging hedges on the A361 between Cranmore Piers and the turning for All Hallows school, which is apparently making it difficult to pass whilst walking or cycling. The Clerk will write to the landowners (Mr David Corps, Mr Edmonson and Buffalo Farmer). Charlie Higgins from the Highways department has allegedly said that this is not their responsibility but the landowners. The Chair to provide photos for the Clerk include with correspondence.

4.2 Cllr Price had complained to the Highways department regarding the amount of surface chippings which had been left behind resulting from the recent resurfacing in Tansey. Clerk to also request that the street cleaner attend.

4.3 The Strode Arms has recently changed hands and the new landlord and lady are Mike & Cecile from Taunton. They are hoping to provide good quality food with good prices. They are aiming to be open this Friday.

VW

### 5 Reports

#### 5.1 PCSO, County & District Councilors Reports

PCSO Nicola Housley did not attend but reported as follows:

- 1/09 - Horse in road in Dean area
- 24/09 - Large lorry parked in Tansy overnight, Police attended and gave words of advice to park back from the junction.

5.2 District Council report– District Cllr Van Dyk reported that Mendip Community Transport have been allocated funding from Central Government for two 16 seat minibuses. They are looking for Parishes to help them identify what they could be used for. This could be to provide a regular service or one off trips - they are keen to hear all ideas. Once the ideas have been received the Mendip Community Transport team will consider the options and try to put together a schedule. Cllr Van Dyk to draft a press release for use to help raise awareness within the community.

DVD

Cllr Van Dyk confirmed that the planning phase for a single control service has been agreed and will save a lot of money for the Council. Somerset Building control partnership – all the staff from MDC will be TUPE across to Sedgemoor and will then look after all of Somerset. This is the biggest joint partnership in the Council framework in South of England.

5.3 County Councillor report – Cllr Ham did not attend and did not provide a written report.

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## 6 Planning

There were no planning applications for consideration this month

## 7 Planning updates

Footpath – SM 4/22 at Dean. Proposed public footpath diversion order. A plan of the existing footpath along with the new proposed route was given consideration and all Councillors agreed that they had no objections to the proposal.

There were no planning updates.

## 8 Finance

### 8.1 Agree Bank Reconciliation

The Clerk confirmed that she would ask one of the Councillors to consider the bank reconciliation at the end of the meeting.

### 8.2 2<sup>nd</sup> Quarter Budget Review

The Clerk had prepared a budget review for all Councillor to consider. The Clerk explained that the income and expenditure was as expected for this stage of the year. It was agreed that in light of the Clerk being unable to provide the copy of the review in advance, that this would be an agenda item for next month in order for Councillors to consider and raise questions if needed. The review can then be signed off if agreed. Agenda item.

ALL  
Ag

The question was raised as to whether the Cranmore Memorial Hall as a charity has to pay VAT and whether the Parish Council could hold funds on their behalf ready to pay bills as and when required. Cllr Van Dyk and the Clerk to investigate and report back at the next meeting - Agenda item.

VW  
DVD  
Ag

### Payments:

### 8.3 The following cheques were agreed by all Councillors and duly signed by the Chair and Cllr Crowcombe:

No invoice was received from TQ Excel as yet.

*Vote 4 For, 0 Against & 0 Abstained*

Clerks salary September (Inc HMRC payment)	
£119.39 due less £1 over paid last meeting.	£118.39
Expenses (Inc SLCC membership)	£ 26.20
TQ Excel Ltd – SID moving training	£TBC

## 9 Sports field

### 9.1 Agree purchase of Cricket field fence

The Chair explained that he had been unable to join Cllr Price at MVF to price up the materials. This will be rescheduled for later this week and discussed at the next meeting.

Ag

### 9.2 Discuss tenancy agreement

Cllr Van Dyk explained that he had been unable to bring an appropriate agreement to this meeting. Agenda item for next meeting.

Ag

## 10 Jill's Close

### 10.1 Annual safety report

The annual safety report had been completed by Wickstead and circulated to all Councillors for consideration. The only item which was highlighted as a medium to high risk was the wooden fort. Quotes have been sought to provide a replacement equipment and it has been agreed that an application to the Local Legacy fund will be prepared and submitted before the deadline of Thursday the 15<sup>th</sup> October.

### 10.2 Local legacy fund

Cllr Crowcombe, Diane Reader and the Clerk have been working on an application from the Local Legacy Grant seeking funding towards the replacement of the wooden fort mentioned above and for new adult gym equipment and a bench. It was agreed that the Clerk & Cllr Crowcombe will finalise the application after tonight's meeting and that the Chair and Cllr Crowcombe will need to sign the application.

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## 11 Agree contractor for tree works at the Cricket Field and Jill's Close

The Chair explained that three quotes had been received for the work on removing the Leylandi trees in Jill's Close and the crown lift on the TPO trees at the sports field. They were as follows:

- Hi-Line previously quoted £720
- All tree and garden services £710
- Parrot Works quoted £390

A vote was taken with all Councillors voting unanimously in favour of instructing Parrot Works to complete the work on the TPO trees and removal of Leylandi trees at Jill's Close. The Clerk to email the contractor to notify him of our wish for him to complete the work and that he should liaise with Cllr Price who will to meet him on site to ensure the correct trees are attended.

VW

*Vote 4 For, 0 Against & 0 Abstained*

## 12 Village plan

Councillors considered the following sections of the village plan, namely; dentists, vets, refuse disposal, bonfires and fireworks. The Clerk will amend the document as agreed and circulate to all Councillors for their records.

VW

## 13 Emergency plan

Adjourned to the next meeting.

Ag

## 14 Clerks pay review

It was agreed that a meeting would be held with the Clerk, the Chair and Cllr Crowcombe to discuss performance, training and a possible pay review after the next meeting.

AC

GB

VW

## 15 Highway Issues (Including update on the transfer of SIDS, Speeding & outstanding requests, etc...)

SIDS – On the 5<sup>th</sup> November 2015 there will be a meeting with Dave Grabham. It transpires that a laptop is now required to download the data held on the SIDS. Cllr Van Dyk and the Clerk both have laptops that may suffice.

It also transpires that Photo id is needed from SID volunteers in order to issue registration cards.

Speed watch - Doulling coordinator has been trying to contact Cllr Bolton as they are keen to combine to provide a strong speed watch presence in the two parishes. Cllr Bolton to get in touch as a matter of urgency.

GB

## 16 Councilors Reports (Community group, Footpaths; Speed Watch; SALC; Quarry)

16.1 Community group – A Halloween party has been arranged for Saturday the 31<sup>st</sup> October 2015 starting at 6.30 – 8pm at the Memorial Hall. This will be open to primary age children accompanied by an adult. £1 for kids outside the village but free for village kids

The Cranmore Fayre has been provisionally penciled in for Sunday 28<sup>th</sup> August 2016 starting at 12 midday (but maybe earlier) in Jill's Close. There will be a meeting on the 9<sup>th</sup> of November where they hope to form a Fayre sub-committee for members of the village not already involved in the community group. The Nunney Street Fayre organizer has said that he would be happy to come and talk about planning for the big day.

16.2 SALC - The Clerk explained that funding is available to help Parish Councils fund any IT equipment or training that may be needed to undertake the new requirements for the Transparency code. It was agreed that the Clerk should put forward an application for a laptop and seek guidance from Microbitz of Shepton with respect to which laptop would be a perceived good purchase.

VW

## 17 Meetings Attended / To be Attended

17.1 Quarry Liaison meeting – AC to chase minutes

Broadband – David Warburton, Somerset is one of the worst for broadband, worse than Cornwall. DW Mtg today with main players to improve service.

17.2 Parish Forum – Cllr Crowcombe attended which she said was a good meeting with interesting and useful topics. The main item of interest was regarding available funding and guidance which is provided by Mendip community SOS which was really helpful. Staff will not only advise but even help you fill in the form!

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Justin Robinson of Somerset Association of Local Council also spoke about the importance of community/neighbourhood plans.

## **18 Correspondence**

Somerset County Council - Provision of de-icing material for collection 21/11/15. No action required.

Somerset County Council - Your guide to Winter Service. Send scan for website

Somerset County Council - Egress switch. Clerk to read.

Community resilience in Somerset Project – Emergency planning. Forward to Cllr Mitchell.

## **19 Date & Time of Next Meeting**

Full Council meeting 9<sup>th</sup> November and 14<sup>th</sup> December 2015

The meeting closed 21.04pm

**The minutes were agreed as a true representation of the meeting and were duly signed by the Chair.**

Signed \_\_\_\_\_

Dated \_\_\_\_\_