

Minutes of Crowcombe Parish Council Meeting
held on Thursday, 7th November 2013 at Church House, Crowcombe at 7.30pm.

Present: Cllrs J Chipp (Chairman), B Druitt, R Harbour, D Lock, T Brooks, and J Loader (clerk). Also in attendance was Christine Lawrence (SCC Cllr) and A Trollope-Bellew (WSC Cllr) – part-time.

100/13 Chairman's welcome: The Chairman welcomed everyone to the meeting.

101/13 Apologies: Cllrs J Hughes, T Motture, PCSO Peter Bolton & David Freemantle

102/13 Declarations of Interest/Dispensations: None

103/13 Public Participation: None

104/13 Police Report – PCSO Peter Bolton stated PC David Masters had returned to Neighbourhood Policing. There had been 21 calls logged between 7th October and 7th November within the Beat area. Many calls had been in relation to the Badger Cull. Reports regarding a motor vehicle in the Stogumber area are continuing investigations. Five other crimes have been logged which were not serious with some under investigation.

Patrols continue day and night in the area, but Crowcombe is a very low crime rate area and safe to live in. Please remember to contact the Police on 101 or 999 if you see anything suspicious, road safety issues or anti-social behaviour and so on.

105/13 County Councillor's Report: Christine Lawrence reported she had received the completed form requesting funds for the play area from the Health and Wellbeing Fund for £250. **Highway Issues** Skanska are now the contractors dealing with road repair issues taking over from Atkins. Cllr Lawrence agreed to follow up various issues regarding blocked gullies within the village, the lack of cats eyes on the Flaxpool Hill on A358 which had not been replaced since the re-surfacing of the road, and the position with the road condition outside Crowcombe Court.

106/13 District Councillor's Report: Anthony Trollope-Bellew reported the proposal for WSC and TDBC to work together on a Joint Member Advisory Committee was going to Full Council to approve which would save money. All finances would be kept separately from each council. Recent land sales in Minehead where the swimming pool had been, had been completed which would help revenue funds in WSC. Remember to recycle as much as possible in your recycling bins rather than taking down to the centres. Funding goes to WSC when using these boxes. An Energy Switching Scheme was being supported by WSC and ATB would put an article in CAW for residents information.

107/13 Minutes of Meeting held on 12th September 2013 – It was proposed, seconded and agreed the September minutes be adopted as correct. The Chairman signed each page of the minutes.

108/13 Matters arising from September Minutes: a) Road Accidents – none reported since September.

109/13 Breach of Planning Regulations – a) Flaxpool Barn – it was agreed to contact Peter Lean at WSC with more information regarding the caravan at this site. b) Quantock Orchard Caravan Park – it was agreed to contact Peter Lean – Enforcement Officer with more information regarding the cherry picker and static caravan on site – which was thought to be a breach of the site's planning regulations. c) Flaxpool Garage – agreed to investigate and try to get cleared the goose neck caravan/trailer at the garage that had been there for many years and was an eyesore.

110/13 Model Standing Orders – NALC had issued new model standing orders in line with the new interests and dispensations regulations. These would be issued to be discussed/approved at the January 2014 meeting.

111/13 Finances: a) **Payments:** It was proposed, seconded and agreed to pay the following invoices: Clerks salary £367.57 Clerks expenses £49.52, Grant Thornton – Auditor £120.00, Wisser Hosting – domain name £28.80, Chris Groves Assoc. – tree report £72.00. It was agreed to hold the payment of the Mile Stone until it was installed - £648.83. It was agreed to write to the owners at Sunnybank for a written agreement that it was acceptable to place the stone outside their property. b) **Finances to date:** Current a/c £9,681.56, Deposit a/c £3,219.71 Amenities a/c £2,679.97. c) **Draft Precept for 2014/15** - the Clerk presented a draft precept for the financial year 2014/15 for consideration. After discussion it was agreed to find out the RPI% for November and apply this rate to the proposed precept of £6,254. Final approval would be at the January 2014 meeting. d) **Asset Register** – the clerk updated the Councillors to the position of the Asset Register. After discussion it was agreed to add on the following items to the Insurance Policy in case of theft or damage. The noticeboard, four seats around village and Mile Stone. e) **Risk Assessment & Management Control Document** – The clerk had circulated the above document. After discussion it was agreed to approve this document after making some amendments to the Assets section. **Internal Controls Document** - the clerk had circulated this document to highlight that the council carry out controls on its procedures and finances. After discussion this document was approved. **Risk Assessment Schedule** – The clerk had produced this document schedule to ensure all areas are managed and discussed throughout the year with review dates. This was signed by the Chairman and Clerk as correct.

112/13 a) Play Area Update – It was noted that works to the play area had been set for 18th November. Following an email sent by FOCPA it had been highlighted that they wished to purchase the tunnel themselves. After discussion it was agreed to contact the group to state that only the Parish Council can purchase play equipment. The PC have overall responsibility for the play area and can also reclaim the vat element of the order. The existing order had been placed as funds were available. Until accurate fund details were available, and/or firm commitment from Grants which have been applied for, no further orders could be placed. Cllr Harbour had submitted an application to the Post Office for £6,000 but would not know the decision until February. The clerk could claim back the vat on the first part of the CPCL order at any time. SCC Health & Well-Being fund would only generate £250. b) **Tree Surgeon Report** – the clerk read out the report on the various trees in the play area. The Ash tree was a high priority and required felling as it was rotting at the base for a cost of £1,100 + vat. The Oak tree required a Resistograph Survey as it was not known the internal condition of the trunk for a cost of £340 + vat. After discussion it was agreed to get another quote for comparison purposes. c) **Play Inspection update** – the clerk had placed the order for the Annual and Post Installation inspection with The Play Inspection Company for £295.00 which would be carried out within 3/5 days after the completion of the project by CPCL.

113/13 a) Minutes of Planning Site Meeting held on 10th October 2013 at The Stables, Poundisford Farm, Crowcombe TA4 4BQ were approved. The Councillors supported application number 3/07/13/0013 - Side Extension to the east elevation.. b) **Minutes of Planning Site Meeting** held on 29th September 2013 at Combe Orchard Farm, Crowcombe TA4 4AP were approved. The Parish Councillors only had one concern that the lighting for the barn should not be too bright to cause unnecessary light pollution for the area, as it was high up in the landscape. Otherwise they supported application 3/07/13/012 - Extensions to farmhouse to form garden room and breakfast room, erection of garage and new storage barn, installation of concrete surface to track and removal of existing ‘high barn’ together with ground profile reinstatement. The Chairman signed the minutes.

114/13 Website Update – the website was now live. After discussion it was agreed to remove the “under construction” notice. It was agreed to contact local businesses to see if they wished to advertise or have a link to their website for an annual fee of £10.00. Contact details would be placed on the website. It was agreed to contact Maggie Inglis to put the website details on the front cover of CAW.

115/13 Clerk’s Report – 2014 Meeting Dates were agreed as follows: 7th January, 20th March, 15th May, 3rd July, 4th September, 6th November. APA date to be agreed. b) WSC Licensing Act 2003 Review of Statement of Licensing Policy – was available until 31 December for any comments. Available on WSC website. c) SCC Highways – Parish Highway Service Information Pack was available on SCC website – covering current service levels, reporting problems, other schemes regarding highway services. d) Letter from Watchet Town Council – cuts to bus service 28. After discussion it was agreed to respond.

116/13 Annual Parish Assembly/Harvest Festival Services – after discussion it was agreed to keep the Annual Parish Assembly meeting the same as this year, following the service of Thanksgiving in April. The Harvest Festival Service unfortunately did not tie in with any Parish Council event and would be supported on an individual basis rather than PC. Clerk to contact Rev John Rose with decisions.

117/13 Civil Contingencies Unit Meeting Update – the clerk had sent details to Barbara Sharratt regarding Church House and Crowcombe Hall. She would be back in contact in due course when more details and plans were available to share.

118/13 Matters with Permission from Chairman – a) Cllr Harbour raised the issue of ownership of the war memorial and it requiring repair work. It was agreed to contact ATB for further information.

There being no further business the meeting closed at 9.50pm.

The next Parish Council meeting will be held on Tuesday, 7th January 2014 at Church House.