

## Crowcombe Parish Council

The Orchard, Biscombe, Churchstanton, Taunton TA3 7PZ

Tel: 01823 601495

Clerk: Claire Morrison-Jones

### Minutes of Crowcombe Parish Council Meeting

Held on Thursday 2<sup>nd</sup> March 2017 at Church House, Crowcombe at 7.30pm

(in the format to be submitted to the next meeting for approval as a correct record)

Present :

Cllrs M Smith (Chair), T Brooks (Vice), B Druitt, K Kenyon

C Morrison-Jones (clerk). SCC Cllr C Lawrence. 7 members of the public

#### **22/17 Apologies of absence**

Cllrs A Trollope-Bellew, J Laver and D Lock

#### **23/17 Public Participation**

- A member of the public reported that her 2 dogs on leads were attacked in January by 2 dogs that originated from a property in the village and that has raised concerns about people and dogs' safety when passing by that property. The Police and West Somerset DC were contacted but took no action as no injury was caused to a person.

The chairman said that the PC was aware of the situation and a councillor had discussed it with the owners who were very remorseful and their dogs would now be kept on a lead and muzzled whenever in public. If the situation were to re-occur, then action would have to be taken against the dog. The PC has no powers to do more than this but has tried to take measures to prevent it happening again. C Lawrence suggested contacting the local PCSO to ensure that they were aware of the situation.

- The applicant of the planning application at Flaxpool Cottage spoke to explain that the property consisted of a six-bedroom dwelling and a two-bedroom annexe. The application is to block up the internal doorway between the two (there will be no external change) to form two separate dwellings. Each already has its own separate access and services. An equivalent application had previously been withdrawn following objections by Highways, but these have been addressed in the current application by proposals to widen the driveway off the A358, and to improve the visibility splays. The neighbour is happy with the plans.

- Field adjacent to Higil Lea: the question of 28 days of permitted activities was raised – when calculating the number of days are the preparation days included in the 28 days? Clerk to confirm with West Somerset

*\*It was subsequently confirmed by the Enforcement Officer that days setting up and dismantling are counted in the 28 days a year rule*

#### **24/17 Police Matters**

It was reported that, due to pressures on their time, Police Officers / PCSOs were no longer to be expected to attend PC meetings or prepare reports as a matter of course, although if a particular issue was of concern they would do their best to attend.

The chairman highlighted that there had been incidents reported of forged £20 notes in circulation in both Bishops Lydeard and Wiveliscombe - please be aware.

A new beat officer has been appointed for Watchet & Williton – PC Jamie Munro – to replace PC Andy Ware. The contact details for the neighbourhood policing team are as follows:

Signed : ....., Chair Date : .....

- PC 4376 Jamie Munro, Neighbourhood Beat Manager,  
email:Jamie.Munro@avonandsomerset.pnn.police.uk Mob: 07889 659436
- PCSO 7292 Peter Bolton, Community Support Officer, Williton Police Station  
email:Peter.Bolton@avonandsomerset.pnn.police.uk Mob: 07889655193
- PCSO 9273 Sue Thompson, Community Support Officer, Williton Police Station  
email:Susan.Thompson@avonandsomerset.pnn.police.uk Mob: 07889655209

### **25/17 County Councillor's Report**

Cllr Christine Lawrence reported that a ward is still closed at Minehead hospital (hopefully to be re-opening soon) but Williton is very busy. She met yesterday with the clinical commissioning group and discussions revolved around making full use of the hospital: more staff are needed and it will be very sad if Minehead hospital is not fully utilised in the future.

Discussion was also given to end of life care – more community based staff are needed to enable people to remain at home at this time if they wish.

Dementia care is an ongoing concern as people are living longer. Christine pointed out that if a diagnosis is already established then help is assured within 24hrs if requested. As long as the patient is settled and well supported, it is considered that they do better remaining at home, but this requires sufficient numbers of community carers to enable this care to be put in place.

Somerset County Council has balanced its budget for 17/18 with a 3.99% increase (2% is earmarked for older people)

Superfast broadband: progress is slow, more money is to be made available.

### **26/17 District Councillor's Report**

No report

*Cllr Christine Lawrence left the meeting at this point*

### **27/17 Declarations of Interest/Dispensations**

None

### **28/17 Minutes, 5<sup>th</sup> January 2017**

It was agreed that the minutes be adopted as a true record. The Chairman signed the minutes

*Cllr K Kenyon had advised that she would have to leave the meeting early. The order of the agenda items was altered to allow for this.*

### **29/17 Consider response to Freedom Camping Club regarding the application for an exempt campsite on the field adjacent to Higil Lea**

The chairman recapped on the meeting for parishioners held on 16<sup>th</sup> February which attracted approximately 40 attendees. After Mr Ware's presentation and the subsequent Q & A session, when asked, no parishioners present at the meeting appeared to be supportive of the proposals.

Councillors agreed that the council should reflect the views of parishioners when formulating its response, despite there being mixed personal views expressed regarding the proposal.

It was resolved to object to Freedom Camping Club, with the clerk drawing on the concerns raised by parishioners at the February meeting when drafting the response on behalf of the council.

*1 member of the public left the meeting at this point*

### 30/17 Planning

- a) **Consider application 3/07/17/001 and 3/07/17/002 Conversion of annexe into residential dwelling with formation of car parking and amenity space and improvement to access. Flaxpool Cottage, Flaxpool Hill, Crowcombe TA4 4AW**

A prior, informal site visit was attended by M Smith, T Brooks and B Druitt. It was noted that a similar application had been withdrawn but the changes proposed to the splay with this application should address the previous concerns. It was unanimously agreed to support the application.

- b) **Consider application 3/07/17/003 Erection of single storey side and rear extension. Holly Cottage, 2 Hillcrest, Sickle Hill, Crowcombe TA4 4AN**

M Smith and T Brooks had attended a prior, informal site visit. Many neighbouring houses had already been extended and it was unanimously agreed to support the application

*4 members of the public left at this point*

### 31/17 Highways – any issues to report

- i) Deep potholes on Roebuck Gate Road between the railway crossing and Roebuck Farm  
ii) Mud build up on highway between Roebuck Gate and Roebuck Farm

### 32/17 Any Accidents to report in the Parish

T Brooks reported that a police car and accident signs had been seen in Slough Lane, together with wires down in the road, approx. 6 weeks ago.

### 33/17 Finances

#### a) Payments to approve

- |                                                                                                                     |         |
|---------------------------------------------------------------------------------------------------------------------|---------|
| i. Clerk's salary, expenses and reimbursements<br>(included a tax refund of £253 which will be reclaimed from HMRC) | £710.34 |
| ii. HMRC – clerk's PAYE                                                                                             | NIL     |
| iii. Verity Vegas, website domain                                                                                   | £16.78  |
| iv. Church House (room hire), chq issued 19.1.17                                                                    | £36.00  |
| v. Crowcombe Hall, room hire 4 <sup>th</sup> May                                                                    | £6.00   |
| vi. Woodlands South West, grass cutting                                                                             | £240.00 |
| vii. Playground Inspection Company, annual inspection                                                               | £75.00  |

#### b) Receipts received

None

#### c) Expenditure to date

The clerk reported that the balance total held by the council as of 31/1/17 to be £19,455.90 consisting of £13,547.37 in the current account, £3224.82 in the deposit account and £2683.71 in the amenities account.

Councillors suggested that some funds could be transferred from the current account. As this would require dual signatories on the transfer letter, it was agreed to action this at the next meeting

#### d) Review of Internal Controls Document

A copy of the document had been circulated to councillors in their agenda pack. It was unanimously agreed that the document served purpose

#### e) Review Schedule of Risk Assessment

A copy of the document had been circulated to councillors in their agenda pack. It was unanimously agreed that the document served purpose

#### f) Review Asset Register

A revised asset list as of March 2017 had previously circulated. Councillors agreed that it represented an accurate list of Council property

Councillors questioned the asset listed as a Short History of Crowcombe - what exactly is the asset recorded in the Register (the copyright?), and more importantly, does the PC have any access to a soft copy or hard manuscript of this publication? The clerk to investigate.

**34/17 The Pensions Regulator – staging date & requirement to choose pension scheme**

The chairman reported that he had previously circulated an email to councillors regarding the councils requirement to consider pension requirements for any employees. The staging date allocated by the Pensions regulator is 1<sup>st</sup> October 2017. There is no automatic right to a pension for those employees below a certain salary, but it can be requested. The clerk had previously indicated that, if the council were to offer contributions towards a pension, she would be interested in joining a scheme. It was decided that more research needed to be carried out and presented to the May meeting for consideration.

**35/17 Play Area**

**a) Weekly Inspection reports – any issues highlighted**

The councillor currently doing the inspections was not present at the meeting but no issues had been brought to the attention of the clerk.

**b) Annual Playground Inspection – consider report**

As the report had only been received from the Inspection Company that week, it was resolved to defer discussion to the next meeting so a comparison between 2016 and 2017 could be compiled.

**c) Replacing Grass Mats – update**

J Laver had sent an email apologising for that lack of progress. Councillors agreed that it would be sensible to arrange for T Brooks, J Laver and the contractors to meet on site and lift some sample mats to see if they could be re-used. This information then could be used to formulate a plan of works.

*K Kenyon left the meeting at this point*

*1 member of the public left the meeting at this point*

**d) Consider Grass Cutting Arrangements for 2017**

A quote for the season had been received from Woodlands South-West but the other anticipated quote from interested parties had not yet been received.

It was agreed to organise an extra ordinary meeting in April at the playground to discuss all the above issues.

**e) Any Other matters regarding the playground**

None

**36/17 Confirm Dates for:**

**a) Parish Council meetings for the next Municipal Year**

Thursdays 4<sup>th</sup> May (Annual Parish Council Meeting), 6<sup>th</sup> July, 7<sup>th</sup> September, 2<sup>nd</sup> November 2017 and 4<sup>th</sup> January and 1<sup>st</sup> March 2018

**b) Annual Parish Meeting**

This has to be held between 1<sup>st</sup> April and 1<sup>st</sup> June. It was agreed to liaise with the PCC with a view to combing the meeting with a service of Thanksgiving and a reception in Church House

**c) Kesteven Trustees and Users Group Annual Meeting**

The clerk was requested to organise this for a Saturday or Sunday, early in June.

**37/17 To receive Reports from members of meetings attended as representatives of the Parish Council**

None

**38/17 New footpath to school**

J Laver had set an email to report that he had met with A Trollope-Bellew (the land owner) and had talked to parents at the school to gain their opinions.

**39/17 Broadband in the Parish**

The chairman reported that the new cabinet at Hagleys Green was due to be commissioned soon. Hopefully when commissioned speeds for many properties will be improved.

**40/17 Clerk’s Report**

- i. Auditors for Somerset Parish Councils (PKF LITTLEJOHN ) have now been appointed for 2017 - 22 (next 5 years).
- ii. Sedgemoor DC Local Plan consultation runs until 17.3.17
- iii. Regional Conference for SW Councils on 16.3.17 at Taunton rugby club
- iv. Text number launched in January to report rural crime -number to text is 81819 if you have any information that you wish to share
- v. As reported earlier in the meeting, there is a new area beat manager, PC Jamie Munro to replace PC Andy Ware
- vi. The council has received a thank you card from a resident for persevering with the rebuilding of the wall

**41/17 Fracking**

Communications had been received from concerned parties regarding fracking in the Quantocks. As planning permission would have to be sought if a test well were to be drilled in Crowcombe, councillors resolved to address this issue if and when it happens.

**412/17 Topics for future meetings**

None

There being no further business, the meeting was closed at 9.22pm.

The next Parish Council meeting, the Annual Parish Council Meeting, will be held on Thursday 4th May 2017 in the Quantock Room, Crowcombe Hall, commencing at 7.30pm