

**Crowcombe Parish Council**  
**The Orchard, Biscombe, Churchstanton, Taunton TA3 7PZ**  
**Tel: 01823 601495**  
**Clerk: Claire Morrison-Jones**

Minutes of the Crowcombe Parish Council Meeting held on Thursday 3rd January 2019  
at Church House, Crowcombe commencing at 7.30pm.

(in the format to be presented to the next meeting for approval)

**Present:**

Cllrs T Brooks (Chair), B Druitt (Vice), M Smith and A Trollope-Bellew (until 8pm)  
C Morrison-Jones (clerk)  
SCC Cllr C Lawrence

As ATB had to leave the meeting early, the order of the agenda items was adjusted to allow  
ATB to contribute to certain items before he had to leave the meeting

**1/19 To receive any apologies of absence**

Apologies received from Cllrs R Druitt, B Martin-Vigor and A Trollope-Bellew (leaving meeting at 8pm)

**2/19 Public Participation**

None

**3/19 County and District Councillor Reports**

SCC Cllr C Lawrence

- Salt: CPC hasn't been informed when the small bags are available to collect - CL to Investigate why
- Somerset Day- May 11<sup>th</sup> 2019. SCC want as many villages as possible to put on a celebration of Somerset to raise funds for their village - could Crowcombe consider doing something
- County finances will be balanced by end of February; hopefully a mild winter won't draw too much on reserves
- Public Health are doing more work with Exmoor NP & the Quantocks in an attempt to get families from deprived areas in Somerset out into the fresh air and countryside

WSDC Cllr A Trollope-Bellew

- Preparations are still ongoing for the new council on 1<sup>st</sup> April
- New dates for salt collection will be being sent out
- Consultants are due to report at end of Jan on the viability of a unitary for Somerset
- Glover report was looking at how to extend national parks in general rather than specifically Exmoor.

**4/19 Declarations of Interest/Dispensations**

none

**5/19 Minutes, 1<sup>st</sup> November and 15<sup>th</sup> December (2 meetings) 2018, to approve and sign**

The minutes for the PC meetings held on 1<sup>st</sup> November and 15<sup>th</sup> December 2018 were approved by councillors and signed by the Chairman as a true record.

**6/19 Footpaths****a) New footpath to school**

Gerald Barons has started work. ATB & TB meeting with him on Saturday to confirm finer details regarding the path bridging the stream

**b) Any issues with footpaths to report**

i) the footpath from Crowcombe to Lawford across the field is not properly defined after once they have been sown.

ii) The same happens across the field across to Leigh Cottage

The clerk was asked to request ATB to ask his tenants that these paths are cut to reinstate

**7/19 War Memorial**

ATB has met with Luke Grafton at the War Memorial. His opinion was that it needs cleaning and this will render the names readable. This is done with a wooden spatula to remove the moss and then with hot water, called doffing. The cost of which will be approximately £800 plus VAT.

It is thought that Listed buildings consent will be required, and ATB offered to apply to the War Memorials trust for a grant

**8/19 Concerns regarding a watercourse in the parish**

Ditch in Carters meadow behind Tanyard is causing concern with build-up of vegetation  
ATB to resolve

**9/19 2019-20 Budget / Precept setting**

ATB advised that New council (WS & T) will be increasing the precept by approx. 3% (£5 for a band D property)

The clerk had previously circulated budget proposals for 2019-20 amongst councillors. A significant cost that has now devolved from SCC to parish councils is the need to provide for any roadside winter salt and councillors noted that this will have a significant impact on the precept request

Councillors resolved to set the precept for 2019-20 at £10,000, which will result in a charge of £42.33 for a band D property, a 3.72% increase on 2018-19

*ATB left the meeting at this point*

**10/19 Casual vacancy on the council and the co-option of new member**

TB reported that there was possible 1 parishioner expressing an interest

**11/19 Somerset County Council Parish Paths Consultation**

The PPLO apologised for not being able to attend due to illness

Councillors had no matters that they wished to feed back to the consultation

**12/19 Highways****a) Fingerposts**

The clerk reported that the order has been placed with Kelston Forge for the repairs agreed at the November meeting and they hope to carry out the work in January / February 2019. The

fingerpost volunteer has offered to complete the necessary work request forms that are required by SCC

**b) Updates on previously reported issues**

- i. pipes have been cleared at Leigh and water is running well
- ii. pot holes have been filled at Stickle

**c) Any issues to report**

- i. potholes (outside old shop & near hall) are causing problems for pedestrians where there is no pavement
- ii. drain outside Sunny Bank still not been attended to
- iii. run offs on the Combe had been marked up (13<sup>th</sup> November) but not cleared. Paint washed off now. Run off still need clearing to stop water flooding down the Combe

**d) Any accidents in the parish to report**

- i. 2 weeks ago, at bottom of Greens Hill. 2 cars involved with 1 ending up on its roof. Police involved (just outside parish boundary)
- ii. Another accident has also been noted in a similar location
- iii. Trees came down across the road (for 2 days) at Halsway Cottage. Councillors considered that the fir trees are getting too tall and unstable and could pose a further danger.

**13/19 Play Area**

**a) Weekly inspection reports**

**i. update on previously reported issues**

The silver birch has now been felled

**ii. any new issues to report**

None

**c) Purchase of new equipment**

The Village Hall Management Committee have offered a donation (drawn from the Bonfire Night takings) of £1000 towards the purchase of new swings. This money will become available once an invoice for the work has been presented. Councillors thanked the committee for their generosity

TB to meet swing company for hard wood quote early in January to finalise the commissioning of new purchase

Old swings and matting to be disassembled by the PC with any salvageable timber kept for repairs on other pieces of equipment

**c) Annual Inspection**

The clerk confirmed that the annual inspection has been booked with the Playground Inspection company for February 2019

**d) Tree survey**

The clerk reported that Sedgemoor Tree Services had been requested to review the trees around the Play Area and provide a quote for any work considered necessary.

Clerk to chase up

**e) Grass cutting, 2019 growing season**

A suggested cutting / maintenance schedule had been prepared by the clerk. Councillors resolved that clerk put the schedule for quote with amendments to specify that a small margin area around each post left rather than strimmed to prevent further damage to the posts and the tunnel bank needs to be strimmed more regularly than in 2018

**f) Any other matters regarding the playground**

None

**14/19 Defibrillator**

The defibrillator is installed on the wall outside the Village Shop and is registered and 'live' on the South West Ambulance Service system.

Thanks were given by councillors to the Village Shop committee for the additional grant awarded to meet the installation costs

Councillors resolved to authorise now that new replacement pads can be brought as soon as required (rather than waiting for a PC meeting) rather than spares being held in stock (their shelf life is only 2 years so could be unused before disposal)

The clerk had approached the Red Cross in regard to community 1<sup>st</sup> aid training; a 2 hour course for up to 15 people would be £250 +VAT

Councillors resolved to put an article in CAW and posters around the village to see what the interest in a course would be. A list for those that are interested to register will be held behind counter at Post Office.

**15/19 Code of Conduct**

J Robinson (SALC) advised that he is hoping to raise this with all the Somerset Monitoring Officers in the next few months, so advised that the PC holds fire on making any changes to the code for now. The Committee for Standards in Public Life is also due to report next month and they may be recommending some significant changes to the conduct regime. His opinion is that there is certainly nothing wrong with the version that the PC is currently using. Councillors resolved to take this advice and wait further information

**16/19 Finances****a) To approve bank reconciliation**

The clerk had previously circulated the accounts that showed that the balance total held by the council as of 30/11/18 was £33,907.70, with £10,828 of that total amount being held in earmarked reserve funds. The accounts were unanimously approved by the Council and signed by the Chairman

**b) Consider grant request from West Somerset Advice Bureau**

Resolved not to provide grants to institutions outside the parish

**c) Payments to approve**

Clerk	salary November & December 2018	£503.90
HMRC	PAYE	£82.40
Clerk	expenses & reimbursements	£26.80
Information Commissioner	data protection registration	£40.00

**d) Receipts received**

5.11.18	Crowcombe Village Shop	Defibrillator installation grant	£185.30
6.11.18	HMRC	PAYE refund	£3.20

**e) Any other financial matters notified to the clerk prior to the meeting**

The paperwork to add BM-V to the bank signatory list, and remove J Laver, were left with TB for completion and delivery to NatWest

**17/19 Planning****a) Updates on previously considered planning applications**

None

**b) Any other planning issues brought to the attention of the clerk prior to the meeting**

- Re agenda item 140/18 b) (Nov 1<sup>st</sup>) - WSDC Enforcement Officer has confirmed that investigations have been carried out and it would appear that no breach of planning control has taken place. This is because the Housing Enabling Officer at the Council, has confirmed

that as far as she is aware, the housing allocations on site are all in accordance with the requirements of the Section 106. In light of the above, no breach has taken place and the enforcement case has been closed without further action.

### **18/19 Consider the Annual Parish Meeting**

TB to talk to John Rose to see if can combine with Church service. Councillors considered that a March or April date would be preferable

### **19/19 Clerk's Report**

- The clerk reported that the Annual Return (year-end 31.3.18) for the Kesteven Recreation Ground has now been submitted electronically
- Councillors were reminded that WSDC still holds £2000 s106 money on behalf of CPC that can be used for eligible projects

### **20/19 Topics for future meetings**

For report only:

1. Burglaries:BD reported that he had been burgled twice, Brewers Water Farm also has been broken into, together with another property in the village. Police have caught 2 suspects. Parishioner need to remain vigilant  
A black transit van has been noted driving into properties to 'look around'. Please report to the police if you have any concerns
2. A white van has been parked in Church House car park for 10 weeks now. The clerk was requested to report to WSDC as they own the car park. If this produces not result, then contact the PCSO for assistance

*Due to the confidential nature of the matters to be discussed, this agenda item was discussed with the exclusion of the public*

### **21/19 Employment Matters**

Councillors agreed that greater consideration needed to be given to the fact that the clerk only works part time, with a view to managing expectations if there are time-critical things to be actioned

**The next Parish Council meeting is scheduled for Thursday 7<sup>th</sup> March 2019, commencing at 7.30pm at Church House, Crowcombe**

There being no further business, the meeting closed at 21.23