

Clutton Parish Council

Monday 16th December 2019 in the Village Hall

Minutes of the monthly meeting of the Parish Council

Present: Councillors S. Barran, J Bush, D Hayward, R Naish, A Parfitt, D Veale, N Skinner, G Williams (Chair), S Davis (Ward Councillor) and Mrs H Richardson (Clerk) and 8 members of public

Item	Public Submissions	Action
	<i>Agents addressed the Council on behalf of the Somerset Toiletry Company. It was explained that the company had been looking for new premises for some time and the Warwick Arms premises offered an opportunity for the company to remain local and use the building as office space. An application for Change of Use would be submitted next year. They currently employ 48 members of staff and planning to increase the workforce in the new location. A member of the Horticultural Society asked for an update on the planter on the Village Green – it was explained that the Parish Council had started the process of obtaining the land through Community Asset Transfer but was likely to take up to a year to complete and until the land belonged to the Parish Council we were unable to give permission for a new planter.</i>	
200/19	Apologies were received from A Akroyd, K Warrington & I Myatt D Hayward reported an update for his register of interests.	
201/19	The minutes of the meeting on Monday 18 th November 2019 were approved.	
202/19	It was reported that there were no matters arising from last month's minutes that are not covered on the agenda for this meeting.	
	<u>Planning Consultations:</u>	
203/19a	19/04951/FUL. The Laurels, 111 Station Road, Erection of a new detached dwelling in the garden of the Laurels. The Parish Council agreed that they would Support this application	
203/19b	19/05189/FUL. 3 Moorsfield. Erection of single and two storey rear extension and dropped kerb for vehicle access following removal of existing conservatory. The Parish Council agreed to support this application.	
	<u>Planning Decisions:</u>	
204/19a	19/04875/FUL. The Old Post Office, Cooks Hill. Garage conversion with pitched roof and associated internal works. PERMIT	
204/19b	19/04251/AGRA. Lower North End Farm, Lower Bristol Road. Erection of timber monopitch barn and trackway. APPLICATION WITHDRAWN	
	<u>Finance, Legal, HR & Admin</u>	
205/19	The Finance reports and payments for December were approved.	

Financial information for the meeting to be held on 16th December 2019		
Cashbook balance reported at November Meeting	£	57,046.05
plus Receipts since last meeting		
VAT Refund	£	2,111.38
	£	2,111.38
less Payments November Meeting		
674-681 Cheques per October Meeting	£	5,831.23
dd NEST November	£	109.52
	£	5,940.75
Balance per Cashbook at 16/12/19		
Receipts due		
	£	-
Available before December cheques	£	53,216.68
Cheques to be signed on 16/12/19/19		
Salary Cheques	1,989.85	December
HMRC	411.84	Tax & NI
Greenways Grounds Maintenance	718.80	Dog bins Emptying & 2 new Bins
ALCA	60.00	Training DH
Phillip Edwards	105.00	Footpath Ranger
EDF Energy	372.66	Lighting - Electricity
CPRE	36.00	Subscription
Neil Skinner reimburse	18.98	Bulbs for allotments
Peter Rogers reimburse	6.30	mileage 14 miles @.45[
H Richardson reimburse	71.50	survey monkey, expenses & File / dividers
Christmas Tree	170.00	Christmas Tree
	£	3,960.93
Balance at bank after this months cheques	£	49,255.75

206/19 The Draft budget & Precept Request for 2020-21 were considered – a working group would meet in January to put forward final recommendations. It was agreed that CIL payments would be put towards the new play equipment.

207/19 The review of the Child protection policy and Community Engagement Policy were deferred to the next meeting.

Parks, Open Spaces & Environment

208/19 There was no update from the Clutton Station Park Committee

209/19 The Wigwam & Spider are due to be removed, the contractor would be asked to ensure that the remaining surface was made safe. The Cone climber would be ordered to replace the equipment. A B&NES safety inspector had inspected the playground and reported issues with the flat swing. A new connection for the swing would be sourced. The Clerk would contact RoSPA for comment as they had not identified any issues.

Highways, Rights of Way & Infrastructure

210/19 It was reported that the clerk was continuing to liaise with other Parishes and B&NES regarding the renewal of the street lighting maintenance Contract. Once B&NES had awarded their contract in January, they would discuss with their supplier about their interest in delivering services to Parishes. Other quotes would be sought.

211/19 It was reported that the village operative had cleared leaves, arranged a sign for the play park, taken down the poppies, investigated spare parts for play equipment, cleared the virtual footway, helped to put up the Christmas tree, moved the dog bin at the top of the Avenue after it had been knocked over. He also reported that a vehicle has driven over the field by the playpark leaving deep wheel tracks in the grass. The Parish Council agreed that they would investigate a removable bollard to prevent access onto the field.

This month he would be asked to check the grit bins, build a small wall around the water meter and look at the man-hole at the entrance to Station Park.

Community Engagement

212/19 There was no update from the Community Engagement portfolio.

Correspondence

213/19a The Parish Council received a regulation 16 consultation for the Station Drew Neighbourhood Plan.

213/19b It was reported that the Chew Valley Forum scheduled for Monday 25th November had been postponed.

213/19c The Parish Council had received notification from B&NES from their play inspector who had visited the play area in error but had reported a number of findings. The Clerk would give RoSPA opportunity to comment on the findings.

214/19 The **Ward Councillor** reported that she had continued to chase highways regarding their planned traffic consultation in Clutton. There was a series of budget consultation events this week and would be posted on-line by Friday. The TRO at the top of Cooks hill had been approved and she was still pursuing a number of enforcement cases.

215/19 a) Clutton United Charities have met and are progressing plans for 400th anniversary.
b) The Village Hall committee had installed a new fire door and still trying to rectify their banking issues.
c) A highways inspector had looked at a pothole on Clutton hill as an insurance claim had been made in connection to the pot hole.,
d) The Allotment Association were addressing problems caused by bamboo at the bottom of the site. A health and safety assessment on the communal areas had been completed. SB & DV would draw up a new agreement.

216/19 The Clerk reported that the work agreed for the path at the back of Moorsfield should be carried out in drier weather to avoid damaging the grass in the play park when transporting the hardcore. Clerk
B&NES have removed the weeds at the side of the Station Road.
Primrose Garden Maintenance had submitted their quote for grass cutting next year and it was agreed to renew their contract.
PC Stuart Peard would no longer be the Beat Manager for the Parish as he was being moved to Paulton. PC Michael Bolwell would take over as our Beat Manager.

The meeting finished at 9.21pm

The next meeting will take place on Monday 20th January 2020 7.30pm in the Village Hall.