

# *Huish Episcopi Parish Council*

**Minutes of the Meeting of the Huish Episcopi Parish Council held in the Huish Sixth Auditorium, Huish Episcopi Academy, on Monday 19 November 2018 at 7 pm.**

In attendance:

Cllr S Nicholas                      Chairman  
Cllr G Lock  
Cllr J Wood  
Cllr F Pope  
Cllr B Horsgood  
Cllr C Palmer  
Cllr R Stranger  
Cllr R Crumb  
Cllr K Peto

Lisa Newby Parish Clerk  
Clare Aparicio-Paul District/County Councillor (left 8:23pm)  
8 members of the public

Apologies received from Gerrard Tucker District Councillor, and Press

**Public session opened at 7pm. Notes of the topics discussed in appendix 1 at the end of the minutes.**

The public session ended at 7:10 pm with Cllr. Lock commending Cllr. Nicholas on her recent Award for Service to the Community.

## **Meeting opened at 7:11 pm**

**15/2018. To receive apologies for absence, and to note and approve reason.** No apologies.

**16/2018. Declarations of interest.** None.

**17/2018 Approval of Minutes.** It was resolved that an amendment to minutes of the meeting on 17 September 2018, that any reference to Pibsbury Allotments is to read Huish Episcopi Allotments. It was resolved that an amendment to the minutes of the Extraordinary meeting on 22 October 2018 that any reference to Pibsbury Allotments is to read Huish Episcopi Allotments. Apart from these amendments, both sets of minutes were agreed to be a true record of the meetings.

## **18/2018 Planning applications**

### **a. To note decisions notified since last meeting:**

18/02594/FUL – Former Atkins garage, level view Pibsbury – demolish workshop and erection of dwelling with carport – no objections.

18/02651/S73 – Highfield Farm, Windmill Road, Pibsbury – no objections. Permitted with conditions.

### **b. To note applications still in progress, or applications received since last meeting:**

18/01249/FUL – Trial ground 94 dwellings. Although the outlaying permission for 80 has been permitted with conditions, this application still remains live on the SSDC planning website. The Planning Officer is expecting this application to be withdrawn in due course.

18/01420/COU – change of use. No objections.

18/01971/S73 – land at Ducks Hill – no objections.

18/02771/FUL – Siting of pontoons and boardwalks alongside the River Parrett, Cocklemoor, Bow Street TA10 9RA. – no objections raised to the plans but concerns raised regarding materials for boardwalk and pontoons, along with maintenance costs and health and safety.

### **c Notifications of appeals received since last meeting**

APP/R33525/W/18/3202355 re 17/0460/FUL land opposite Autumn Leaves Pibsbury  
APP/R33525/W/18/3202365 re 17/04236/S73 land opposite Autumn Leaves Pibsbury

Response required to Appeals panel by 21 September 2018, the Council still oppose this development. No outcome notified as yet.

## **19/2018. Matters arising from the minutes and raised by members, to include:**

**a. Adoption of new policies and procedures** – It was resolved to adopt a Social Media Policy, and a complaints procedure.

**b. Allotments** – It was resolved to adopt a new tenancy agreement, a revised allotment process, and a policy for keeping chickens on the allotment field. It was resolved to replace any reference to Pibsbury Allotments/Allotment Field with Huish Episcopi Allotments/Allotment Field, in the Huish Episcopi Parish Council Pibsbury Allotment rules, and add one further amendment regarding soil placement, before adopting the latest version.

The lengthsman has agreed to tend to any unoccupied plots, within the scope of his contracted hours, to keep the weeds to a sensible level in line with good land management.

**c. Footpaths** – Update from Parish Pathway Liaison Officer (PPLO) Cllr. Crumb. Station Path, the wooden fences need repairing, it was resolved that the Lengthsman will take on the repairs as an extra job.

Further reports of various footpaths around the Parish that require attention or are improved.

Cllr Palmer still persisting with the Trial Ground footpath and Somerset County Council (SCC) rights of way. Requesting a meeting with SCC, and County Councillor to try and attend.

**d. Bus shelter** - Preferred location for a bus shelter would be Somerton Road, but no ideal location for it to be situated. Application still to be submitted to 'Bags of Help'.

Two issues raised: that the Parish Council wish to provide a bus shelter, but also that the Parish Council need to consider discussing traffic calming options along this stretch of road. Traffic choices - contact Gary Warren (SCC) for advice/options that would apply.

**e. Village hall** – two possible locations to consider: the land behind the Church car park/war memorial, and possibly land on Somerton Road. Awaiting further details.

## **20/2018. Correspondence received and other matters.**

**a. Badger Cottage Development** – It was resolved to agree the proposed name of Badger Close.

**b. Wessex Water** – Proposed works on the Wessex Water asset in the Church car park is now delayed until February half term.

**c. Flood Plan** – Correspondence regarding nominating Emergency Community Contacts and Place of Safety information. Val Saunders (Langport Town Council) to suggest a joint meeting in the new year to discuss as a community.

**d. Cycleway** – to receive a report from the meeting on 17 October 2018. The three parish agreement is likely to be a legal agreement now, rather than a Memorandum of Understanding. Date of next meeting is 16 January 2019.

**e. Speedwatch and Hanging Chapel meeting** - to receive the report from the meeting at the Hanging Chapel on 14 November 2018. Community Speed Watch meeting on 25 November to include the training for the speedwatch sessions. Cllr. Peto will lead the initiative and arrange a rota once training has been successfully completed. It is envisaged to be a Huish Episcopi and Langport Speedwatch, and the PCSO Josh Wheldon is very supportive, he will help identify appropriate sites.

**f. Road naming Trial Ground** – Trial ground development successfully named with all four of the Parish Council's choices which are Bicknell Drive, Deacon Orchard, Collins Close and Hayes Close. It was suggested that this positive outcome be communicated to local press.

## 21/2018 Accounts

a.

	Current Account	Savings
<b>Business Reserves</b>		<b>66330.24</b>
<b>Parish Charities</b>		<b>1746.60</b>

### To note payments authorised by RFO

CiLCA registration	250.00
padlocks for allotments	87.70
allotment pump fuel	28.91
R J Gooding fence post allotment	300.00
Bus shelter cleaning	45.00
National allotment Soc fees	67.00
Health and wellbeing seminar	10.00
padlock allotments	30.99
Hamdown Management PAYE	50.00
Internal auditor fees	225.00
<b>total payments</b>	<b>1094.60</b>

<b>balance at 10 September 2018</b>	<b>26977.20</b>
less payments authorised September meeting	2022.82
less total payments	1094.60
<b>balance as at 1 November 2018</b>	<b>23859.78</b>

### To note payments to be authorised

Clerk – administration October and November	100.53
<b>Payments by Standing Order (25<sup>th</sup> of the month)</b>	
Clerk (Nov & Dec)	800.00
Lengthsman (Nov & Dec)	386.46
<b>Total of payments to be authorised</b>	<b>1286.99</b>

<b>Projected balance after authorised payments</b>	<b>22572.79</b>
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- b.** It was resolved to authorise the payments as listed, and the payment of £4000 to Langport Town Council for the Langport Information Centre.
- c.** It was resolved to accept the bank reconciliation as correct and to accept the current spending against budget to date.
- d.** It was resolved to accept the terms and conditions of the Internal Auditor and to receive the interim report and the action points within.
- e.** It was resolved to formally appoint Lisa Newby (Parish Clerk and Proper Officer).as Responsible Finance Officer for Huish Episcopi Parish Council. This is one of the action points in the interim report from the Internal Auditor.
- f.** It was resolved to increase the working hours of the Parish Clerk to 10 hours a week, to take effect from 1 January 2019.
- g.** It was resolved to renew membership for Campaign to Protect Rural England. Membership renewal at £36 for the next year.
- h.** It was resolved to adopt the updated Financial Regulations which have been recently reviewed in accordance with those regulations.

**22/2018. Matters of report and items for next meeting.**

**a. Chairman. None**

**b. Clerk.** Donation required for the Poppy appeal regarding wreath and crosses. It was resolved to donate £100.

Parish pathways consultation has been received and requires completion by the end of January 2019.

**c. Members.**

Cllr Peto – The Allotment Forum social media page can now go live, as the Social Media policy has been adopted. Communication with allotment tenants regarding the page required/

**23/2018. Date of next meeting (21 January 2019).**

**Meeting closed 8:42pm.**

## **Appendix 1 Notes from the Public Session of the meeting 7pm until 7.10 pm**

A streetlamp at the pedestrian crossing at Shire's garage is not working, can it be reported please?

Report from Clare Aparicio-Paul District/County Councillor:

Transformation at South Somerset District Council (SSDC) is still ongoing, is affecting services but staff there are working hard.

Somerset Waste Partnership – recycling sites to open longer hours.

Ringfenced funds at SSDC to be used to assist with working towards 100% connectivity to broadband.

Swans at Muchelney being investigated, there is more Policing now as a result of the new Beat initiative.

Financial commitment for Yeovil Police station.

Grit bins – there is additional funds from Somerset County Council (SCC) to top them up.

Small Improvements Scheme (SIS).

Libraries review approved by Cabinet.

Christmas lights going up in Langport 25 November 2018.

Question regarding possibility of a 20mph speedlimit introduction of Field and Somerton Road, as a result of safety concerns outside the Academy. A 20mph speedlimit is difficult to enforce, but the suggestion of a Speed Indication Device (SID) presentation at the next Parish Council meeting by a recommended firm was well received.