

# *Huish Episcopi Parish Council*

**Minutes of the Meeting of the Huish Episcopi Parish Council (HEPC) held via the virtual platform 'Meet' on Monday 18 May 2020 at 7pm.**

**Present:**

Cllr Shirley Nicholas Chairman  
Cllr Graham Lock Vice Chairman  
Cllr John Wood  
Cllr Barry Horsgood  
Cllr Robert Crumb  
Cllr Jane Redfearn  
Cllr Julia Gadd  
Cllr Keith Peto

Lisa Newby Parish Clerk  
County/District Councillor Clare Paul joined (8:01pm)  
District Councillor Tiffany Osborne  
3 members of the press and public

On 4<sup>th</sup> April 2020 the Government introduced the Local Authorities (Coronavirus)(Flexibility of Local Authority Meetings)(England) Regulations 2020 to allow local councils to meet remotely up to and including 7 May 2021.

**A brief statement was read by Cllr Nicholas, providing an overview of the process for the virtual meeting. Councillors present then introduced themselves, in the order which appears above, which is to be the order for making comments and casting votes for the duration of this meeting.**

**Public session opened at 7:02pm.**

**There were no questions from the public. A briefing was given by Cllr Osborne, with subsequent additions when Cllr Paul joined later in the meeting. Notes from the briefing and additions are found in appendix 1 at the end of the minutes.**

## **Meeting opened at 7:09pm after the public session**

### **28/2020 To receive apologies for absence and to note and approve reason given**

All councillors present

### **29/2020 Declaration of interest**

Cllr Wood declared a non-pecuniary interest in item 34/2020 a, planning applications 20/01078/FUL and 20/01079/LBC. No other declarations of interest.

### **30/2020 To defer the Annual Parish Council Meeting.**

It was **RESOLVED** to defer the Annual Parish Council meeting until May 2021, as permitted by legislation, or until such time that the Parish Council can meet together in person, and resolve that the Annual Parish Council meeting is to take place. This means that the chairman and vice chairman, and representatives on committees remain unchanged until May 2021.

### **31/2020 To approve the Virtual Meeting Policy**

It was **RESOLVED** to approve the Virtual Meeting Policy as presented.

### **32/2020 Approval of minutes**

A small amendment to the wording of item 23/2020 e 'A further grant from District Council could be requested, but a condition is whether the society has applied to the local Parish Council'. It was **RESOLVED**, with this amendment, that the minutes of the Parish Council meeting held on 16 March 2020 are a true record. The minutes will be signed at the next face to face Parish Council meeting.

### **33/2020 Matters arising from the minutes**

Cllr Wood would like to view the photos of the proposed refurbishment works for the war memorial detailed in the March minutes.

### **34/2020 Planning**

#### **a. to discuss planning applications received since the last meeting**

**20/01029/HOU.** Erection of a single storey rear extension. 3 Level View Pibsbury, Langport TA10 9NU. It was **RESOLVED** that there are no objections to this application.

**20/01078/FUL and 20/01079/LBC.** Demolition of buildings, conversion of an existing building into ancillary living accommodation and garaging. Land at Wearne Farm, Main Road, Wearne. It was **RESOLVED** that there are no objections to these applications.

**20/01112/FUL.** Change of use of 2 existing holiday units to straightforward open market dwellings. Merricks Farm, Park Lane, Huish Episcopi. It was **RESOLVED** that there are no objections to this application.

**20/01211/COU.** Change of Use of land from the stationing of 74 static holiday caravans to the stationing of 74 park homes. Bowdens Crest Caravan and Camping Park. After discussion, it was **RESOLVED** to object to this application. Cllr Wood has composed a response to be forwarded to planning which covers concerns regarding traffic movements, density of proposed dwellings on the site, impact on current infrastructure (site is currently serviced by septic tank), and provision of affordable housing. A further objection was received from a member of the public citing concerns regarding sewerage and dirty water waste drainage.

#### **b. To note applications still in progress**

**Application 19/02678/S73.** Vary condition 2 of approved plans Land OS 4562 Ducks Hill Langport TA10 9EN. No objections.

### **c. To note decisions notified since the last meeting**

**20/00131/OUT.** The Gardens 1 Frog Lane Langport TA10 ONE outline application with all matters reserved save for access and scale for the proposed erection of 1 dwelling. Permitted with conditions (4 April 2020).

**20/00178/FUL.** Land adjacent to Apple Tree Barn, Combe, Huish Episcopi TA10 0QG. Erection of 1 dwelling and garage. Refused. (30 March 2020)

**20/00201/FUL.** Badger Cottage Newtown Road Huish Episcopi Langport TA10 9SE. Erection of dwelling and garaging, relocating of visitor parking area. Permitted with conditions (28 March 2020).

### **d. Appeal**

**19/02127/HOU.** King Orchard Kennel Lane. Appeal reference APP/R3325/D/20/3248452. This appeal was discussed and it was **RESOLVED** that there is nothing further to add from when the application was discussed previously last year, and to await the outcome of the appeal.

## **35/2020 Highways and Car Park**

### **a. Speed Indicator Device**

Cllr Wood confirmed that to date the Memorandum of Use had not been returned duly signed by Somerset County Council. Until this is received, the project is unable to progress. Due to the current social distancing measures in place, training is not possible.

### **b. Bus shelter on Somerton Road**

A report has been from the Road Safety Auditor regarding the proposed bus shelters on Somerton Road. It is clear that the desired shelter adjacent to Peony Road is not possible, but improvements to both kerb and road markings are to be considered by Highways. The bus layby/hardstanding and shelter is more feasible but requires further plans and data gathering. The clerk has contacted Persimmon homes to determine whether the possible pedestrian refuge island is to be installed, and move forward from there.

### **c. Proposed footpath outside Huish House, The Hill**

A response has been received to the initial enquiry regarding the installation of a footpath on the grass verge adjacent to Huish House on The Hill. The response brings into question adequate kerb width and height, and also possible drainage issues resulting in further, more detailed plans before feasibility can be determined. Despite this response, it was **RESOLVED** to go ahead and commission plans, and for Cllr Lock to go ahead and arrange this with a local architect.

## **36/2020 Allotments**

A short report was received by Councillor Crumb

The winter water level is low due to lack of rain. Concern regarding ability to pump water for tenants. Possibilities include clearing the rhyne or changing from the current pumping location on the bank. Further concerns regarding managing complaints from tenants re water supply.

Questions were raised regarding responsibility of the rhyne clearance, the clerk confirmed that ABP, who own the field on the other side of the rhyne, were not intending to engage in further maintenance once the willow pollarding was completed earlier this year. Cllr Lock to attend the allotment field with a contractor to explore possible action.

All plots are currently taken. Plot 36 was recently split into three plots, all of which are now occupied.

### **37/2020 Memorial Field and Social Club**

Cllr Horsgood confirmed that a large volume of hardcore was to be donated by Network Rail, as a result of the decommissioning of the current work compound on the moor in Langport. It would be advantageous to improve the access for emergency vehicles, and a good use of material no longer required. Cllr Horsgood confirmed that the hardcore can be laid for a sum of £500, and proposed that the Parish Council paid for the works. After some discussion, it was **RESOLVED** to pay £500 for the improvements.

Cllr Paul joined the meeting at 8:09pm, after experiencing issues with technology. The addition to the District Councillor report can be found in Appendix 1.

Member of the public left the meeting at 8:21pm.

## 38/2020 Accounts

### a. Approval of payments

It was **RESOLVED** to approve the payments listed

Details	Debits	Totals	Credits	Totals
<b>Balance brought forward 31/03/2020 agreed by Internal Auditor</b>				£8550.10
<b>Receipts</b>				
Allotment rent			£102.00	
Precept			£60000.00	
			£60102.00	£60102.00
				£68652.10
<b>Grant Payments authorised in March meeting</b>				
Memorial Field	£8000.00			
Langport and Huish Episcopi Youth Group	£7000.00			
Huish and Langport Cricket Club	£500.00			
Langport and Huish Senior Citizens Club	£500.00			
Langport and District History Society	£750.00			
	£16750.00	£16750.00		
<b>RFO authorised</b>				
Salary clerk April	£536.28			
Lengthsman April	£300.00			
Langport Cares grant	£200.00			
SALC councillor training	£25.00			
Payroll March and April	£10.00			
Internal Auditor	£240.00			
Allotment expenses (water pump fuel and service	£82.87			
Meeting fees (March)	£35.00			
Huish Academy grant	£250.00			
HMRC (March)	£134.00			
Payroll end of year	£7.50			
SSDC rates car park	£860.55			
Huish Cum Langport PCC	£1750.00			
	£4431.20	£4431.20		
<b>To be authorised May 2020</b>				
Clean cut bus shelter cleaning	£45.00			
Clerk salary (May and June)	£1072.56			
HMRC (April and May)	£268.00			
Payroll (May and June)	£10.00			
Lengthsman (May and June)	£600.00			
	£1995.56	£1995.56		£23176.76
<b>Balance carried forward to July meeting</b>				<b>£45475.34</b>
<b>Reserve Account</b>				
Unity Trust reserve Account				£46982.87
Nationwide account reserve account				£50029.38
<b>Balance at 31 March 2020</b>				<b>£97012.25</b>

**b. To receive and approve the draft Community Infrastructure Levy (CIL) Report 31 March 2020.**

It was **RESOLVED** to approve the draft report. Questions were raised about starting consultation with parishioners regarding the use of the CIL monies. This is to be an agenda item in July to discuss further.

**c. To receive the Internal Auditors Report for year ended 31 March 2020 and note any actions.**

It was **RESOLVED** to receive the report and note actions. There was one action point, already completed.

**d. To approve section 1 of the Annual Governance and Accountability Return.**

It was **RESOLVED** to approve the statements in section 1 of the Annual Governance and Accountability Return as read out by the clerk.

**e. To approve section 2 of the Annual Governance and Accountability Return.**

It was **RESOLVED** to approve section 2 of the Annual Governance and Accountability Return.

**f. To approve future payments of the car park rates to South Somerset District Council by direct debit half yearly.**

It was **RESOLVED** to approve paying the car park rates by direct debit half yearly with immediate effect.

**39/2020 Parish Council Insurance Provision renewal**

The clerk, with the assistance of Cllr Harris, presented an overview of four quotes for insurance provision which is due for renewal on 1 June 2020. It was **RESOLVED** to take out a new provision with BHIB and engage in a three-year commitment.

**40/2020 Grant Applications**

**a. Mind Somerset Youth Matters grant application**

A grant application for £1000 was received to support the Youth Matters sessions to be held in Ridgway Hall. It was **RESOLVED** to approve the application.

**41/2020 Contribution towards Huish Bridge Enhancement Project**

Langport Town Council have requested a contribution toward their project to improve the Black Bridge car park and surrounding area. The request is to contribute towards willow pollarding and landscaping, new picnic tables and the planting of shrubs and trees. The Parish Council is very keen to contribute, but the clerk is to request more detailed information about the proposed expenditure before the Parish Council makes a decision of how much to contribute. An agenda item for the meeting in July. Further comments were made regarding working closer with Langport Town Council as a whole.

**42/2020 Parish Council Documents**

The Parish Council Reserves policy was reviewed. Reserves are detailed as: Ringfenced £4951.62, (Community Infrastructure Levy), Earmarked funds £66000.00 (village hall £50000, skate park £10000, Memorial Field contingency £4500 and election £1500), general reserves of £34581.

**43/2020 Date of next meeting**

The next Parish Council meeting is on Monday 20 July 2020 at 7pm. Due to the current COVID-19 situation, meetings are likely to be on a virtual platform for the foreseeable future. Cllr Peto requested that participants mute themselves in a future meeting to cut out background noise.

**Meeting closed at 8:50 pm**

## **Appendix 1 Public Session opened at 7:00pm**

With no questions from the members of the public and press present at the meeting, Cllr Osborne gave the following briefing, as Cllr Paul was experiencing difficulties accessing the meeting:

Cllr Osborne confirmed that Recycling centres were either open or due to reopen. Green waste collections had commenced.

Small businesses were able to apply to South Somerset District Council for an assistance grant. Encourage all who may be eligible to apply, the process is very straightforward. Please encourage applications.

The Planning function at District Council has issued a new process for complaints and enforcement requests. The clerk confirmed that this had been received and forwarded to councillors.

Public session closed at 7:09pm

Cllr Paul added to the briefing when accessing the meeting at 8:09pm, :

Confirmation that daily updates were being received from Somerset County Council regarding the COVID-19 situation.

The small improvement scheme at Wearne is still very much at the forefront, with a start date imminent.

Garden waste collections now resumed, and recycling centres are reopening.