

Huish Episcopi Parish Council

Minutes of the Meeting of the Huish Episcopi Parish Council (HEPC) held via the virtual platform 'Zoom Conference Facilities' on Monday 21st September at 7pm.

Present:

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

Emma Curtis Parish Clerk
County/District Councillor Clare Paul

On 4th 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.

Public session opened at 7:00pm.

There were no members of the public in attendance.

68/2020. To receive apologies for absence, and to note and approve reason given.

All parish councillors present, apologies received from District Councillor Tiffany Osborne.

69/2020. Declarations of interest.

None

70/2020. Approval of Minutes.

It was **RESOLVED** that the minutes of the meeting held on 20th July 2020 are a true record. The minutes will be signed at the next face to face Parish Council meeting.

71/2020. Matters arising from the minutes.

None

72/2020. To receive a presentation from the Chair of Governors of Huish Episcopi Academy

Tony Settle Chair of Governors of Huish Episcopi Academy provided information about the academy and its requirement for further governors and members. Information about each role was specified and Mr Settle answered questions from Cllrs. To conclude, Mr Settle requested that if any Cllr wished to become involved in the academy to please make contact with him.

73/2020. Planning:

a. To discuss applications received since last meeting:

20/00738/COL Certificate of Lawfulness to confirm start of development at Land OS 2156 Newtown Road Langport Somerset. **Application already permitted at time of meeting.**

20/02031/COL Certificate of Lawfulness for existing use of land for mobile home. Old Lime Kiln, Park Lane Huish Episcopi TA10 0NF. **Application already permitted at time of meeting.**

b. To note applications still in progress:

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

20/01112/FUL. Change of use of 2 existing holiday units to straightforward open market dwellings. Merricks Farm, Park Lane, Huish Episcopi. No objections

17/01217/CPO/cond7. Variation of Condition 7 of permission 17/01217/CPO to increase annual output to 21,000 tonnes of stone., Bowdens Quarry, Bowdens Lane, Huish Episcopi. No objections.

SCC/3723/2020 North East extension to existing quarry, Bowdens Lane Quarry. No objections.

c. To note decisions notified since last meeting:

20/00912/HOU. Erection of a single storey extension, The Cottages, Wagg Drove, Langport TA10 9ER. Application permitted with conditions (15/08/2020).

20/01078/FUL. Demolition of buildings, conversion of an existing building into ancillary living accommodation and garaging. Land at Wearne Farm, Main Road, Wearne. Application permitted with conditions (01/08/2020).

20/01551/HOU. Demolition of an existing lean-to and erection of a single storey extension to the rear of the building, Stratfield, Newtown Road, Huish Episcopi, TA10 9SE. Permitted with conditions (21/08/2020).

74/2020 Highways and Car Park:

a. Bus shelter on Somerton Road. It was noted that the feasibility road safety audit received had been received and that although Persimmon homes had verbally agreed the gifting of the land layby nothing had been concluded legally. It was **RESOLVED** to contact Persimmon to obtain firm commitment of provision of the land for this project, and to contact a local design firm and County Council Highways to gain further advice to move forward.

b. Speed Indicator Device (SID). It was noted the signed SID agreement with Somerset County Council had been received and Cllr Wood provided information on the scheme so far with Cllr Peto about to receive training. The Clerk was asked to contact High Ham Parish Council to confirm that as they were now servicing the HEPC approved site on Picts Hill, not in our parish but in theirs, with their SID, that they intend to continue responsibility for this site. HEPC will be delighted to remove it from its schedule for HEPC sites as it was an SCC Traffic Engineers "mistake" in the first place. Cllr Gadd suggested some further locations for the SID with Cllr Wood encouraging Cllrs to identify other sites for SID usage.

c. Wild flower planting grass verge at Bartletts Elm.

It was confirmed that an area had been identified by Highways as suitable for wild flower planting. Cllr Wood provided information on preparing the ground to ensure germination. It was **RESOLVED** that the Clerk try and seek some free seeds from SSDC and for Cllr Lock to liaise with the lengthsman on preparing the ground in readiness for seeding.

75/2020 Reports from meetings and training attended by councillors since the last meeting

Cllr Lock provided a report on the recent Rivers Group meeting he had attended with Cllrs Gadd and Crumb. Cllr Lock expressed concern that money was being wasted on pollarding trees and that Cocklemoor was being spoilt with waste which had been dumped since June. Cllr Gadd stated that new signposting was crucial and that a maintenance budget for the area should be set to ensure ongoing upkeep of the area. Prior to the meeting the Clerk had circulated a paper from Cllr Peto which detailed Community Speed Watch, SID, Carbon Free meeting report and A372 issues. Cllr Peto nominated himself to become the Parish Environment Champion, all voted in favour of this so it was **RESOLVED** to elect Cllr Peto accordingly. Cllr Harris provided a report on the latest abattoir meeting.

76/2020. To consider new committee members for the Management Board of the Memorial Field

Cllr Nicholas stated that more support and committee members were required for the Management Board of the Memorial Field. She urged any members who could support the board to please come along to meetings. Cllr Horsgood reported that a survey had been conducted on a tree in the play area and it had been identified as very dangerous and required removing urgently. The Clerk reminded Cllrs that they had duty to ensure the tree was removed as soon as possible due to its liability. It was **RESOLVED** to move forward with the removal of the tree as soon as possible and to try and recoup half of the full amount of £1372 + VAT from Langport Town Council.

77/2020 Accounts

a. To resolve to approve payments listed.

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

Receipts and Payments for September meeting (up to 1st September 2020)	Debit	Credit	Totals
Current account balance brough forward from July 2020			£42,718.32
Receipts			
GTH FBTA Board		£1,300.02	
Allotment Rent (plots 26, 27 & 36B)		£84.00	
Academy Car Park		£447.60	
			£1,831.62
			£44,549.94
Payments Authorised at July Meeting			
Grant to PROMISEworks	£500.00		
RFO Authorised			
R Crumb Refund Allotment Expenses	£20.21		
R Crumb Refund Allotment Expenses	£18.77		
PKF Littlejohn External Audit	£360.00		
Bus Shelter Cleaning	£45.00		
			-£943.98
Agreed to Statement 020 dated 1st September 2020			£43,605.96
Payments to be authorised in September meeting			
Somerset Association of Local Councils Affiliation	£627.93		
Westcotec Speed Indicator Device	£4,218.00		
National Allotment Society Membership	£66.00		
Bank Charges Due 30 th Sep for June to Sep	£18.00		
Clerk Salaries	£1431.00		
Payroll (September and October)	£10.00		
Lengthsman (September and October)	£600.00		
Clerk Expenses (L Newby Printing)	£18.20		
Clerk Expenses (E Curtis Zoom)	£14.39		
HMRC (August & September)	£99.80		
	£7,964.32		-£7,964.32
Reserve Account Balances 1st September 2020			
Unity Reserve Account			£47,029.72
Nationwide Reserve Account			£50,029.38

b. To receive the spend to budget up to 1 September 2020

It was noted that the spend to budget up to 1 September 2020 had been circulated, no queries were raised.

c. To receive the bank reconciliation up to 1 August 2020, to be signed by a councillor who is not a bank account signatory

It was noted that the bank reconciliation up to 1 August 2020 had been circulated and would be signed by a non-bank signatory at a later date

d. To receive the External Auditors conclusion of audit

Receipt of a satisfactory Notice of Conclusion of the Annual Governance and Accountability Return was noted. It was also noted that the Notice of Conclusion had been on display on the website and noticeboard for some time.

78/2020 Website Accessibility Statement. It was **RESOLVED** to approve and adopt the Website Accessibility Statement as presented.

79/2020 Exclusion of Press and Public: To consider exemption of press and public for remainder of meeting under Public Bodies Admissions To Meetings Act 1960, Section 1 (2) on the grounds that discussion of the Council will be considering confidential HR information. There were no Press or Public to exclude from the meeting.

a. Staff Appointment: It was **RESOLVED** to appoint Emma Curtis as Parish Clerk and the Contract of Employment was approved. It was noted that mileage would be charged at 0.45p per mile and printing would be invoiced accordingly. It was agreed the Clerk and Chairman would sign the Contract of Employment at a later date.

b. Parish Council Noticeboard at car park: It was **RESOLVED** that the Clerk would draw up a rota for Cllrs to post agendas and minutes in the noticeboard. It was agreed that the Chairman would remain the keyholder and that should the need arise, the Clerk would travel to update the noticeboard as and when required.

80/2020. Date of next meeting:

The date of the next meeting was confirmed as **Monday 16th November at 7:00 pm**. Due to the current Covid-19 pandemic the meeting will be held via Zoom Conferencing Facilities.

The meeting closed at 8.38pm.