

## **Keinton Mandeville Parish Council**

Minutes of a meeting of the above named Parish Council, held on  
Tuesday 7 December 2010, at the village hall at 7.30pm.

**Present** Brendan O'Hara, Chris Lane, Beverley Goodall, Helen Beal, Mary D'Arcy.

**In attendance** – Jimmy Zouche (County Councillor) John Calvert (District Councillor) Sue Graham (clerk) C Allen (Beat manager), 2 PCSOs

### **Brief Summary of public session**

J Calvert wished to speak about the anticipated cuts at SSDC and reminded the Parish Council that it may be sensible to increase the contingency element of the precept budget. He also informed the Parish Council of a 'New Homes Bonus' a scheme in which the Government will pay the equivalent of the council tax for every new home built in the parish. JC felt that this was being potentially unfairly taken by County and District Councils and that the PC should have some share of this. He has written to the Minister concerned about this.

J Zouche noted draconian cuts at SCC affecting some services such as libraries, buses, waste and recycling centres. Statutory funding will not be affected and road repairs falls into this category. He reported that SCC is open to carrying out joint schemes with parishes and that it may be useful for the Parish Council to consider some contingency in the budget with these schemes in mind

The PCSO gave a update on reported crimes in the village – theft of a washing machine from a garden (scrap metal) and attempted burglary of outbuilding. There had been some antisocial behaviour (nuisance children / youths along Irving Road area and a vandalised light on Chistles Lane) some action had been taken in the form of anti social behaviour letters. The need to report any crime / anti social behaviour immediately to 0845 456 7000 was stressed.

A van parked on the corner of the Queen Street / Chistles Lane junction was reported as restricting visibility.

The Chair reported the fact that he had witnessed SSDC employees arrive to empty the bin on the green and then to return to their vehicle without emptying even though the bin was  $\frac{3}{4}$  full. J Calvert to enquire about policy on emptying bins (especially with regard to whether a bin liner is required.)

Query raised about the height of the wall at Box Cottage and whether this was being built to plan.

### **1. Apologies**

Belinda Simson, Michael Richardson, Kathy Low, Sarah Cooke

### **2. Declarations**

### **3. Minutes of last meetings: 2 November 2010, 16 November 2010**

The 2 November minutes were amended at item 13 – village hall field 1<sup>st</sup> bullet point which was corrected to read; 'The village hall committee had been informed by D Ruddle that the VAT burden was a concern, as a result the query about whether the PC would be prepared to front the project has arisen.' In relation to the reminder of item 13, the clerk read out comments from C Fleming about a possible misunderstanding regarding the role of the Parish Council as custodian trustee. It was noted that the minutes were a correct record of the meeting but that the comments in CF's correspondence should be noted. The minutes were then signed as a true and correct record of the meetings held.

### **4. Planning.**

Consider the following applications

- No applications received when agenda prepared.

### **4a. Determination of Planning.**

The following notice was read out

- **10/04152/LBC** Alteration to fenestration on the west elevation of the south range at ground floor. Three Old Castles Inn, Castle Street, Keinton Mandeville. Grant permission with conditions.

#### **4b Other planning matters**

Receive email from K Turvey re proposed blue lias extraction Coombe Hill, date of County Council consideration.

- An email was read out noting that the application would not be considered at the January meeting. It had been necessary for a further application to be submitted and until that was forthcoming the initial application could not be determined.

#### **5. Finance and Payments (RFO – Clerk)**

The following payments were agreed 1<sup>st</sup> BG 2<sup>nd</sup> HB unanimous

- |  |         |
|--|---------|
| a) Payments  |         |
| ▪ Clerk's salary S. Graham November 2010.          | £230.18 |
| ▪ Clerk's extra hours November 2010 - 3 hours      | £28.77  |
| ▪ Maintenance P Williams October and November 2010 | £84.44  |
| ▪ Contribution towards shared youth worker         | £500.00 |
| ▪ SALC thoughts on budgeting training              | £40.00  |
| ▪ Donation to RBL agreed at November meeting       | £100.00 |

#### b) Receipts

#### c) Review of Accounts

#### d) Grant requests. Consider the following grant requests

- Keinton Mandeville PSA

The request was considered and the following observations were made

- A donation to the PSA would clearly benefit many children in the village
- PSA do very good job
- Donation would possibly further develop positive links between PC and the school
- Would prefer to donate tangible item rather than money.

Clerk to contact treasurer and ask for information on what is suitable item for the PC to donate.

#### e) Receive feedback from training event on budgeting attended by Clerk and Chair.

This event had been primarily about budgeting for the next financial year. Other items to note included

- Cheques need to be signed at meetings but after business is complete.
- Reconciliation paperwork should be signed by councillors. It was suggested that the previous month's bank reconciliation should be provided along with the current reconciliation to enable proper checks to be made
- Internal audit needs to take place during the financial year and not just at the end of the financial year (clerk to check whether the finance committee function covers this)
- Councillors who are members of other committees in the village must declare a prejudicial interest and leave the room when decisions are taken about grant funding for those committees / groups. For this PC this includes Village hall, playing field, PCC as well as any other group for which grants may be agreed.
- Increasing need for PCs to have own laptop for data protection and also to have projector because of increased use of online planning applications. Costs of this were considered. Clerk to note in parish magazine that laptop will be required. Note to go in parish magazine to ask if anyone knows of any source of unwanted laptops, because of upgrades etc.

#### f) Other finance matters

- Receive precept paperwork from SSDC and discuss precept for 2011-12

The chair suggested that it would be wise to have a special meeting in January to consider the precept because it is likely that there will be more information about proposed cuts to services at SCC and SSDC. If earmarked contingencies are to feature in the budget it is necessary to have such information available. This was agreed. Meeting date agreed as 18<sup>th</sup> January 2011.

#### **6. Highways**

- Update / Items to report. An update from the Highways officer on matters raised at previous meetings was read out.
- The Chair reported that he had collected some bags of grit from SSDC and had distributed at various places in the village.
- Receive advice from Came and Company (insurers) about gritting. It was noted that the grit bin was now filled with grit and the responsibilities of the PC with regard to spreading it were discussed. Advice from SALC and from the PC insurance company was considered. It was agreed that the PC was not responsible for spreading the grit / clearing the pavements / roads but that the bin had been provided as a self – help facility for the village. It was noted that claims about liability arising from spreading grit amounted to scare mongering and that the government website advice should be followed in relation to this. Web address to be published in parish magazine.

#### **7. Parish Paths**

- Update

A blocked footpath in Kingweston was reported. Clerk to raise with Kingweston clerk.

#### **8. Happy Tracks / Skate park**

- Update

Th clerk reported that the quarterly report had raised some areas that needed to be monitored / addressed. Clerk requested the Council's permission to ask Paul Williams to assess and repair where possible. This was agreed.

- Receive inspection report. See above
- Discuss whether to order annual playground inspection and risk assessment for 2011 – cost £72.00. This was agreed 1<sup>st</sup> HB 2<sup>nd</sup> BG unanimous.

#### **9. Neighbourhood watch**

- Receive monthly report. There was nothing to report other than the update received from the PCSO during public session.

#### **10. Maintenance**

Agree requirements. The following jobs were agreed

- Notice board to be painted / treated
- Happy tracks / skateboard park inspections action
- Clean plaque on Irving House (tell residents first)

#### **11. Suggestion box**

Contents for discussion

- There were no suggestions

#### **12. Youth**

Youth Activities – update

- Meetings ongoing

Update on youth activities funding

- The clerk reported that there had been an opportunity to apply for some funding from SSDC for youth work activities. An application for £500 had been submitted in consultation with the Youth Worker, the Chairman and PC youth representative.

#### **13. Village Hall field**

Update.

Consider advice from association of local councils about the development of the field. It was noted that the advice was that

- This project would be possible for the PC to run but would need to be very carefully managed.
- The muga, if paid for and managed by the PC, could not be a charged for facility.
- The facility could not be managed by another group on behalf of the PC.
- There are technicalities associated with leasing the land that would require the land to be transferred to another body as titleholder.
- The land would need to be leased at full value to the charity

Discuss next steps re development of the field, consider further meeting with village hall committee and Olympic field group.

- The chair noted that this project has been on the table for discussion for over a year and it seemed to have reached an impasse. He suggested that the three interested parties needed to meet and to discuss whether the project can move forward or not. A smaller meeting between representatives of the respective committees was considered and it was agreed that this approach could further prolong the process. It was agreed that the larger meeting needed to take place. A date was agreed for 18 January 2011 at 8pm. Village hall committee and Olympic field committee to be invited to attend.

It was suggested that in the meantime the clerk should

- Contact Hatch Beauchamp PC for information about how their 'muga' is operated
- Write to the planning department for an opinion about the likelihood of planning permission being granted.

#### **14. Village defibrillator**

- Update

The chair reported that he had been contacted by Lydford parish council about whether Lydford and Keinton Mandeville could share a defibrillator. Lydford PC had had a presentation about community defibrillator and the need for a pool of volunteers had been stressed. Clerk to query the differences of opinion with regard to the need for a pool of volunteers.

#### **15. Funeral Bier**

- Update

No further update – response not yet received regarding the PCC view.

#### **16. Correspondence**

##### **Discussion**

- From 'Project 65 - The Veterans Charity' re The Forces' March, May 2011. Volunteers were required to join the march in May 2011. It was suggested that this is mentioned in the Parish magazine and the information also passed to the sea scouts.
- From P Burr, ref. Henry Irving plaque – discuss whether to make contribution towards costs. Correspondence from P Burr was considered. The actor who had requested the plaque, along with Equity had agreed to fund the cost of the plaque. P Burr from SSDC asked whether the PC could fund the cost of putting it up, and also whether it would consider contributing to a reception to mark the occasion. Both were agreed in principle. A meeting in the New Year was suggested during which further detail could be provided.
- From SALC, invitation to South Area meeting. B O'Hara agreed to attend if available.
- From SSVCA invitation to SSVCA forum. No Councillors were available to attend.

##### **Circulation**

- War Memorials Trust Bulletin
- Winter Services in Somerset 2010-11
- South Somerset news
- Leaflet from SCC re Healthcare transport services.

#### **17. Design Statement**

- Update

No further updates

#### **18. Christmas Tree Service**

- Confirm arrangements to buy and put up tree

The clerk and chair had chosen the tree and it had been delivered. It will be put up on Wednesday 15<sup>th</sup> December at 1.30pm.

#### **19. Parish magazine**

Items for inclusion in the January/February edition

- Importance of reporting all incidents to police, publicise phone number
- Forces march

- Quarry planning subsequent application
- Laptop
- Clearing snow

**20. Future agenda items**

- Reimburse Chair for xmas tree
- Matters arising
- Blue plaque
- PSA grant
- Outside organisations grant applications

**21. Any other reports**

Chris Lane reported that he had attended a 'severe weather briefing' run by the Highways department. There had been an extremely poor turn out.

**22. Date of the next meeting**

4<sup>th</sup> January

18<sup>th</sup> January – precept followed by field development meeting

The meeting closed at 10.10pm.