

**STOKE ST. MICHAEL PARISH COUNCIL**  
**Minutes from the meeting held on 4<sup>th</sup> April 2019**

**Present:** Cllr. Holder (Chair), Cllrs. Gibson, Hambly, McEntee, Mearns, Taylor and Wolf

**Also in attendance:** Vickie Watts (Acting Clerk). There were no members of the public present.

**1 Apologies for Absence**

Cllr Hayes, Cllr Johnston, County & District Cllr Philip Ham and District Cllr Townsend

**2 Declarations of Interest**

There were none.

**3 Public Session**

There were no members of the public present.

**4 County & District Councillors Reports**

District Cllr Ham and Townsend had emailed to say that in the pre-election purdah period it was not appropriate to attend though stated if there were matters of urgency then get in touch.

**5 Minutes of previous Meeting**

The minutes from the ordinary Parish Council meeting held on 21<sup>st</sup> February 2019 and the minutes from the extraordinary meeting held on the 21<sup>st</sup> March 2019 were both agreed as a correct record of the meetings and were signed by the Chair.

**PROPOSED BY:** Cllr Mearns

**SECONDED BY:** Cllr Taylor

**UNANIMOUSLY AGREED**

**6 Matters arising from previous minutes which do not appear on this Agenda**

There were none.

**7 Grants to Village Organisations**

- a) War Memorial Hall
- b) Youth Club
- c) Baby & Toddlers Group

No applications had been received from the Youth Club or the War Memorial Hall. The Baby and Toddler Group requested £640 to cover the annual hall hire plus £30 towards gardening equipment for the children totalling £670.

**PROPOSED BY:** Cllr Mearns

**SECONDED BY:** Cllr Hambly

**UNANIMOUSLY AGREED**

**8 Local Plan Part II – Focussed Consultation – To consider whether a formal response should be submitted**

Councillors agreed that as the section within Local Plan Part II relating to Stoke St Michael remained unchanged that no further comments were required.

**PROPOSED BY:** Cllr Mearns

**SECONDED BY:** Cllr Hambly

**UNANIMOUSLY AGREED**

**NO ACTION REQUIRED**

**9 Oral progress report on Community Playing Field Charity**

Cllr Hambly confirmed that a full meeting of the managing trustees had been held. He said that the some of the issues relating to the play equipment identified in the inspection report have been done or are being addressed. It has been agreed that the Annual Inspection would be brought forward which would confirm the progress made.

*Cllr McEntee arrived 19.40hrs*

The bark has now been replaced under the climbing frame; the electricity contract was in place and the water meter installed. A rota for play area inspections has been compiled and will take effect this week.

Insurance - This still needs to be resolved. Cllr Holder confirmed that the quote received for the playing field was a similar price to that of the whole parish, including the field. This was because the charity is a new entity with no claims history and reflects the current risk profile. The consensus was that the insurance quote received from the current Parish Council insurance broker, with an annual premium of £934.16, should be accepted with immediate effect. The policy can be reviewed at the end of the first term to see if a more competitive price can be achieved.

Once the Playing Field policy is set up the Parish Council will notify their insurance company that the playing field elements are now covered on a separate policy. The Parish Council will ask its brokers to review the market in light of the change of circumstances when the current policy expires at the end of May.

**PROPOSED BY:** Cllr McEntee  
**UNANIMOUSLY AGREED**

**SECONDED BY:** Cllr Mearns

**ACTION:** Cllr Hambly will action the insurance cover on behalf of the charity. The Parish Council will make a grant award to cover the cost of the Insurance and any other imminent payments that will be required eg. Grasscutting.

Grasscutting in the Community Field – Primrose Garden Maintenance are no longer able to cut the playing field grass due to the mechanical failure of the mower which they have decided not to replace. Alternative quotes are being sought by the charity.

## **10 Millennium Green**

### **a Bench Seat to the East of the wooden bridge**

The Paget family have replied to John Johnston's letter to say that they have no objection to the Parish Council replacing the bench although they would request that the plaque be removed from the old bench and fitted on to the new bench.

Councillors noted that there were two benches currently in this area which was shaded and it appears that is not often used. It was questioned whether the damaged bench should be removed but not replaced as it was thought that there were better locations for a new bench. It was agreed that as a temporary solution the Paget plaque would be removed from the damaged bench and stored to allow damaged bench to be removed. The matter of where the plaque is then re-sited will be carried forward until Cllr Johnston returns so that it can be established what was proposed to the Paget family.

**PROPOSED BY:** Cllr Mearns  
**UNANIMOUSLY AGREED**

**SECONDED BY:** Cllr McEntee

**ACTION:** Cllr Mearns will ensure the plaque and bench is removed.

### **b To consider a request for the planting of a Memorial Tree**

A request had been requested for a memorial tree to be planted on Millennium Green. Councillors felt that there was insufficient room for a further tree in this location. It was agreed that Cllr McEntee would speak with the family to establish the exact location they were proposing but also put forward the option of planting a tree in the Millennium Wood which would be better suited to a memorial.

**PROPOSED BY:** Cllr McEntee  
**UNANIMOUSLY AGREED**

**SECONDED BY:** Cllr Mearns

**ACTION:** Cllr McEntee to contact the family and report back to full Council.

It was mentioned that the trees around the Lychgate had become very big with the canopy extending into neighbours gardens and making the area shaded. Cllr Holder confirmed that Western Power are going to be cutting back the trees in the area as they are impinging on the wires. It was agreed that this would be an agenda item for a future meeting after Western Power had completed their work.

**ACTION:** Add to the July agenda.

**11** **Consideration of Cemetery Fees for 2019**

An updated schedule of fees had been received from the Burial Clerk which was accepted by the Council.

**PROPOSED BY:** Cllr Mearns

**SECONDED BY:** Cllr Hambly

**UNANIMOUSLY AGREED**

No action required.

**12** **Mill Lane – Consideration of response from SCC Highways**

Cllr Hambly had circulated an email prior to the meeting confirming that after his meeting with the Somerset Highways representative it was stated that the Highways department would not oppose installation of improved signage but the Parish Council would have to fund it. The cost was £5000. Cllr Hambly said that the cost of trying to have the road closed would be even more.

It was agreed that Cllr Hambly would respond to Somerset Highways to say that the Parish Council would not fund the additional signage. Further, Cllr. Hambly would explore whether there were any other acceptable options available.

**PROPOSED BY:** Cllr Gibson

**SECONDED BY:** Cllr Hambly

**UNANIMOUSLY AGREED**

**ACTION:** Cllr Hambly to write to Somerset Highways

**13** **Millennium Wood**

Cllr Mearns confirmed that some quotes for gates had been received and were coming in at between £500 and £600 with necessary fixings.

Cllr Mearns has tried to discuss with Bristol Water if they supply water to the reservoir area and who they hold on record as owning this area. It was unclear if Bristol Water was correctly identifying the reservoir or confusing the site with troughs on Cllr Gibson's land

Cllr Mearns asked if Cllr Gibson could establish with Bristol Water where they are supplying water to (definitely the troughs) and **if** they are supplying water also to the 'reservoir.' The Parish Council needs to be clear with Bristol Water as to whether or not it wants any water supplied to 'the reservoir' cut off and to ensure this doesn't also cut off water to the neighbouring water troughs.

The reservoir area needs to be covered and padlocked to ensure that there is no risk. It is believed that there are three covers in situ however one will need to be welded before it can be made safe.

The next meeting date is to be confirmed.

As Cllr Mearns is standing down as a Councillor on the 7<sup>th</sup> May there was a discussion as to whether another Councillor needed to act as a representative for future meetings of the working party. Cllr Mearns said she was happy to continue to report back to the Council if this was appropriate. It was unanimously agreed that this would be accepted.

**ACTION:** Cllr Gibson to contact Bristol Water.

**14 Lychgate – Clarification of author & publisher on newsletter**

After discussion it was agreed that as a Parish Council they needed to encourage members of the public to access the draft minutes from the website rather than rely on the brief summary which has historically been published in the Lychgate. Communication with the parishioners could be further improved by more use of social media to direct them to the website.

**PROPOSED BY:** Cllr Taylor

**SECONDED BY:** Cllr Wolf

**UNANIMOUSLY AGREED**

**ACTION:** Cllr Taylor to inform the editor of the Lychgate.

**15 Grasscutting Contract 2019**

Primrose Garden Maintenance have confirmed the price for the 2019 season starting 1<sup>st</sup> April until the 1<sup>st</sup> November made up of 16 fortnightly cuts. To continue to cut the Church Yard, Burial Ground, Millenium Green, Moons Hill Road, St Michaels Close and The Mead would total £3624 which would be split between 7 equal payments of £517.70 plus VAT.

It was unanimously agreed that the quote should be accepted.

**PROPOSED BY:** Cllr Mearns

**SECONDED BY:** Cllr Gibson

**UNANIMOUSLY AGREED**

**ACTION:** Cllr Holder to confirm acceptance of the quote.

**16 PCSO report**

No report had been received.

**ACTION:** Cllr Holder to make contact and ask for report to be reactivated.

**17 Village Environment**

There was nothing to report.

**18 Silting of Rivers**

There was nothing to report.

**19 Pedestrians Road Safety Enhancement Scheme**

There was nothing to report.

**20 Finance**

**a** Bank Balances:

Current A/C £21,303,63 at 28/02/19 - Reserve A/C £50.43

Precept of £23625 due this month

**b** Cheques for authorisation

1] Millennium Wood Chipping – J Murtagh - £195.00 [No VAT]

2] Shaw & Sons – Reimbursement to Cllr. Johnston for purchase of Annual Receipts and payment book £25.74[incl. £4.29 VAT]

3] Mendip District Council – Garden Waste Service (License for Church Composting Bin) £56.90[No VAT]

4] Les Caple, Internal Audit Fee £120.00 [No VAT]

5] Baby and Toddler grant – Hall hire & gardening equipment £670

6] Fae Clements – Web maintenance (Jan, Feb, March) £54

**PROPOSED BY:** Cllr Mearns

**SECONDED BY:** Cllr Hambly

**UNANIMOUSLY AGREED**

Cheques were signed by Cllr Holder and Cllr Mearns

**21 Correspondence**

**a** Letter from the Paget family regarding the memorial bench

No action required.

- b Planning application received after the agenda was published. 2019/0491/FUL – Field Barn, Lime Kiln Lane, Midway, Stoke St Michael, BA3 5JQ. Cllr Wolf said that there had been a previous application to convert the barn into a one bedroom dwelling which had been refused due to the access.

This application is to improve the access and it was assumed that in the future there would be a re-submission of the planning application to convert the barn. It was agreed that as this was not on the agenda the decision should be left to the planning officer.

**PROPOSED BY:** Cllr Wolf

**SECONDED BY:** Cllr Gibson

**UNANIMOUSLY AGREED**

**ACTION:** Cllr Holder to notify the planning office.

- c **Process for Death of a Senior figure**

It was agreed that this was to be an agenda item for next meeting.

**ACTION:** Cllr Holder to add to the agenda

- d **Complaint of rat infestation in the Church yard and Mill Lane.**

It was agreed that Mendip District Council environmental health team should be notified and guidance sought on how to address the problem.

**ACTION:** Cllr Holder to contact MDC environmental health

## **22 Matters to report / Items for the next Agenda**

Cllr Hambly attended the recent Wainwrights meeting which was productive and highlighted:

- The planning permission is not progressing on conditions which is causing delays. District Cllr Ham is chasing this up with Somerset County Council.
- As a result of last years accident an automated system to manage the water flow has been installed with a second expected imminently.
- It was asked why the snow was not cleared from the Square. Wainwrights said that the snow fall occurred over the weekend when no one was at work so clearance work could not be done – if it had been during the week staff would have been able to help.

The next Quarry Liaison meeting will take place during October.

## **23 Date of the next meeting: Thursday 16<sup>th</sup> May 2019 incorporating:**

1] **Annual Parish Meeting at 19.00 hrs**

2] **Annual Parish Council Meeting at 20.00 hrs** (or the rising of the Annual Parish Meeting whichever is earlier)

3] **Parish Council Meeting at 20.30 hrs** (or the rising of the Annual Parish Council Meeting whichever is earlier)

**The meeting concluded at 21.30hrs**