

STOKE ST MICHAEL PARISH COUNCIL
Minutes from the meeting held on 28th November 2019

Present: Cllr Keith Holder (Chair), Cllrs. Kim Gibson, Nicholas Corbett, Keith Hambly, John McEntee, David Richardson-Aitken, District Cllr Alan Townsend

Also, in attendance: Kate Egan (Clerk). There were 4 members of the public present.

1 Apologies for Absence

County Councillor Phillip Ham, Cllrs Amanda Taylor, Sebastian Wolf, Matthew Rice

2 Absent

Cllrs. Taylor, Wolf & Rice

3 Declarations of Interest

None

4 Public Session

Mill Lane

Two residents read a report and explained the problem resulting from vehicles travelling along Mill Lane, ignoring the signs and following their Satnav's. This has caused damage to houses and the cemetery which is used as a turning space. It was also stated that with Christmas approaching the number of courier vehicles would increase and cause increased difficulties. Further it should be noted that with a vehicle anywhere along the lane there would be a total absence of any pedestrian refuge making the area dangerous to the public. Somerset Highways have been informed of the incidents and the damage caused. A survey was requested around the village to obtain opinions on how to deal with the situation. This will be discussed under item 14. They were publicly thanked on monitoring the situation and dealing with vehicles that have got stuck. This was followed by a question and answer session.

Flooding Issues

Referring back to item 6 on the minutes from the meeting held on 5th September 2019, a resident asked whether the quarry was sticking to the conditions of the planning consent and whether they had been implemented, as flooding was becoming an issue on the roads when there was heavy rain. The quarry had been notified, are now aware of the problem and have installed a temporary solution to divert the water away. Further investigations will be carried out for a long-term solution by the quarry. This will be followed up by a member of the Council.

Millennium Wood

A report was read out by a member of the working party and the events taking place next year and the actions they would like to carry out over the next year. They are awaiting advice on the organisation structure; this is being discussed further under item 16. Funding was also discussed and a shopping list for tools was presented.

5 **County and District Councillors Reports**

County Report for November

Very quiet as most Mendip District Council and Somerset County Council meetings have been cancelled due to Purdah. There is a slight worry that Mendip District Council's housing supply will fall short and the Planning Inspector report on the Local Plan Part II was not yet available. The report setting out the financial forecasts relating to Unitary savings for Somerset County Council has been returned. There are seven options to consider in the next two weeks and the way forward to be agreed early 2020.

District Report for November

A report was read out and the main concern was large housing developments being proposed for the smaller villages in the District. This would cause issues on the narrow lanes and lack of public transport. The Local Plan could open the flood gates to new housing as one major company is currently putting in applications. Other issues were mentioned such as the traveller's site in Glastonbury, the Pilton By-Pass, the Climate Strategy within the District, consideration of the design options for the junction of the Old Frome Road and the A37 and the problems that might arise from Bristol becoming diesel free.

6 **Minutes of Meeting held 17th October 2019**

Minutes from the meeting were agreed and signed by the Chair

Minutes from Meetings held on 7th November 2019

Minutes from the meeting were agreed and signed by the Chair

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

Stoke Bottom It was requested to chase up Charlie Higgins on repairing the verges as they have not been repaired and are slowly being destroyed.

Notice Boards – This was deferred to the next meeting.

8 **Note the responses in respect of the following planning applications –**

(a) **Enforcement Enquiry at Batch Farm, Limekiln Lane regarding the Tennis Court fencing** – Further to correspondence states the fence requires planning permission as there are no permitted developments rights because it is within the curtilage of a listed building.

9 **Grants to Village Organisations**

(a) **War Memorial Hall – To receive and oral request for a grant in the sum of £1950**

Further to the request for further quotes and raw materials being more expensive, it was proposed by Cllr Nicholas Corbett to go with the original quote of £1650 as discussed at the previous meeting. An additional £300 was also requested to repair the gully, this was included in the proposal and seconded by Cllr Keith Hambly, all agreed.

- 10 **Dates of Future Meetings and Briefing Notes on Annual Parish Meeting and Annual Council Meeting.**
After a brief discussion to differentiate between the two annual meetings, it was agreed to hold them on separate evenings. The Annual Parish Meeting will include presentations from community groups within the village followed by a social event, details of which will need to be considered. Dates of the future meetings will be published on the website and the notice board.
- 11 **Webpage and Accessibility**
After a discussion on the new Accessibility Regulations it was proposed by Cllr John McEntee to split the current website and set up a separate website for the Parish Council, this was seconded by Cllr Nicholas Corbett and all in agreement. A discussion will be held with the other groups in the village on how the residual website will run. At the next meeting a briefing note will be presented setting out the costs, proposed domain name, timescales, and email system all of which must follow the new accessibility regulations.
- 12 **Parish Council Email System** – This has been deferred to the next meeting.
- 13 **Refill of Grit Bins by Somerset County Council** – Somerset County Council have agreed to fill Grit / Salt Bins within the County with no cost to the local councils. A request was put in for the three bins in the village to be refilled.
- 14 **Mill Lane – Vehicle Use of Mill Lane** – Following the report read out in the Public Session and the question and answer session, there was wide ranging discussion on how best the issue can be addressed. Ideas mentioned were bollards or barriers at either end, village survey to include an open meeting in the village, request a Traffic Regulation Order from Somerset County Council to request change of use on the road. Cllr David Richardson-Aitken suggested a proposal to install a temporary barrier at the end of the lane to stop delivery vehicles travelling down the lane, this was seconded by Cllr Nicholas Corbett. Residents will also be consulted about the temporary barrier and to involve local media to obtain wider publicity about the situation. It was also proposed by Cllr John McEntee to commence the process of obtaining a Traffic Regulation Order to close the road and/or change its use. This was seconded by Cllr Nicholas Corbett. Costs and further information will be brought back to the next meeting.
- 15 **Donation to Royal British Legion** – Cllr Keith Hambly proposed that the donation provided to the Royal British Legion of £50 each year be granted again for 2019/20. This was seconded by Cllr David Richardson-Aitken and unanimously agreed.

- 16 **Millennium Wood: -**
- (a) **Update on the Future Management Arrangements for Millennium Wood**
Some investigation had been carried out on how to proceed and the basis seems to be creating a Company Limited by Guarantee. Once this has been created it would be necessary to approach the Charity Commission to convert the newly created company to a Charitable Incorporated Organisation (ICO). Millennium Wood would then be leased to the CIO at a peppercorn rent. Timescales for the creation of the new company were unclear as were the likely legal fees. Cllr Keith Hambly proposed that BGW Solicitors be contacted for a quote on how to carry this forward, it was seconded by Cllr John McEntee and all agreed.
- (b) **Funding Request for Millennium Wood Action Day on 19th January 2020**
Further to the report read out in the Public Session and a request for various tools and equipment totalling £658.26. Cllr John McEntee proposed that the Council accept the costings from the Working Party and the items can be purchased, this was seconded by Cllr David Richardson-Aitken.
- (c) **To consider a grant application for Millennium Wood**
It was formally proposed by Cllr John McEntee for the Millennium Wood Working Party to put in an application for a grant under the Members Improving Lives Grant Scheme run by Somerset County Council and to apply for the Pocket Park Funding Scheme run by the Government, this was seconded by Cllr David Richardson-Aitken and unanimously agreed.
- 17 **Policies – To Consider and adopt updated documents:**
- (a) **Standing Orders** – Adopted by the Council, proposed by Cllr Keith Hambly, seconded by John McEntee
- (b) **Financial Regulations** – Adopted by the Council, proposed by John McEntee, seconded by Nicholas Corbett
- (c) **Health and Safety Policy** – Adopted by the Council, proposed by Keith Hambly, seconded by Nicholas Corbett
- 18 **Finance**
- a) **Account Balances** – Current Account £29,966.52
Reserve Account £
- b) **Payments and Receipts: -**
Receipt of a cheque for a Burial Fee - £300.00
SLCC Enterprises Ltd (legal books plus training course) - £123.74
SALC – Councillor Essential Training - £50.00
Clerks Salary October and November – £517.92
Fae Clements – webpage maintenance - £25.00
Primrose Garden Maintenance Ltd - £621.25
Grant to Playing Fields - £1000.00
Donation to Royal British Legion - £50

19 **Correspondence**

- a) November Parish Bulletin from Mendip District Council
- b) To report a query received from a resident in reference to Quarry traffic passing through the village.

20 Matters to report/Items for next agenda

- a) Update on Mill Lane Actions
- b) Progress on Millennium Wood Management Structure
- c) Briefing Note on website proposal, costs and Accessibility Regulations

21 Date and time of next meeting: **9th January 2020 at 19.30 hrs.** in the **War Memorial Hall**

The meeting concluded at 10.15pm