

Rodney Stoke Parish Council

Clerk: Mrs H Marshall 3, Barrows Park, Cheddar BS27 3AZ Tel: 07423283940

Draft Minutes of the Video Conferenced Meeting of Rodney Stoke Parish Council held via Zoom on Thursday 16th July 2020 at 7pm

Present: Cllr Sealey (Chairman) and Cllrs Dollins, Dudden, Gladman, James, McGovarin and Ward. Also present was District Cllr Wyke and the Parish Clerk. 0 members of the public were present.

240.1 Apologies for absence: Cllrs Hele Kergozou and Haskins. County Cllr Noel and PCSO Chinnock.

240.2 Declarations of Interest None

240.3 Public Participation None

240.4 Minutes of the Parish Council Meeting held on 11th June 2020, having been previously circulated, were taken as read.

Resolution: Cllr Dollins proposed that the Minutes should be approved as a true record, for signature at a later date. Cllr Gladman seconded. Agreed.

It was noted that there were no decisions made under the Business Continuity Motion in June.

240.5 Matters arising from the minutes: The Tree Report contract was deferred until item 240.10.

240.6 Roads Report: Passing place on Honeyhurst Lane between Primrose Farm and Honeyhurst Cottage. Highways are awaiting confirmation as to whether this will be filled, in the short term, given the ongoing national issues. **Visibility Splay** Stoke Street discussions with the County Council are ongoing to agree the placement and number of bollards. **Speed Indicator Device** in Rodney Stoke: to deter speeding in the village a possible site by the footpath on Millway was identified. The appropriate permissions will be investigated. **Community Speed Watch:** PCSO Chinnock is coordinating with the CSW to provide a visible police presence. **Road issues:** in the period to July matters under investigation include silt traps; potholes by Seagers Farm Shop, and between Wet Lane and Bay Lane; obscured speed signs and signage at the traffic island in Draycott.

240.7 Planning Report: The ratio of holiday lets to residential properties in the Parish was discussed.

Resolution: Generally, seasonal lets are not opposed as tourism is important to the area. It was noted that the Council should request improvements to infrastructure when considering such applications.

Enforcement: Honeyhurst Lane: There are no visits taking place at the moment. District Cllr Wyke is to pursue this matter with the enforcement team. The Clerk is to write again stating that the Council was disappointed with the response received.

There were no updates to the report.

240.8 County Council Report: The report was circulated prior to the meeting. A copy is available in the Minute book.

240.9 District Council Report: Matters discussed included: Remote working; preparations for the pandemic in Somerset; the Saxonvale project in Frome; social housing and the need for smaller units; aid to businesses. A question was asked about the Local Plan being thrown out and zoning introduced. Cllr Wyke's response included that zoning is not appropriate in areas with lots of protected buildings and land.

240.10 The Rev Cobley Playing Fields Report: The playground is closed due to coronavirus following an initial risk assessment, developed using the guidance issued by the government, advising frequent cleaning, stewarding, booking and social distancing measures. **Review of Playground closure:** A draft risk assessment, having been circulated with the agenda, was considered. Matters discussed included: contractors working in the playground; that posters should be concise; guidance received from the Somerset Association of Local Councils, Society of Local Council Clerks, the Association of Play Industries, Came and Co Insurance, and example and guidance from the District Councils and the government. An extra recorded inspection of the equipment in the area was noted. A wasp nest, discovered in the playground, has been treated. The annual inspection has been booked. Information to be circulated on social media, the newsletter and the website upon opening the site was discussed and should include: that the area is not sanitised and users should bring their own sanitisers to use regularly; that entrance and exit points have been created; the pathway is marked for social distancing; social distancing guidelines should be observed; the playground is not stewarded, booking is not carried out and a one way system is not practical; not to eat or drink in the playground; to follow guidance on the posters, which will be uploaded where possible; to use the area at your own risk; to upload the risk assessment to website; to add scientific guidance on outside play equipment to website.

Resolution: Cllr Dollins proposed that the reviewed risk assessment be approved. Cllr McGovarin seconded. Unanimously approved.

Resolution: Cllr Dollins proposed: Reopen the playground when the appropriate signage has been displayed and arrange for an extra cut of the grass; keep a record the signage; circulate the information on social media and the website; send a copy of the risk assessment to the contractors and put a copy on the website and send a copy of the information to Bucklegrove. Cllr Dudden seconded. Unanimously agreed.

New signage at the playground: The samples were discussed.

Resolution: The signs were approved and should be ordered. Unanimous.

Tree Report Contract: Quotes received from 3 local contractors were considered.

Resolution: Cllr Dollins proposed awarding the contract to O Frost Forestry and Arboriculture Ltd. Cllr Dudden seconded. Unanimously agreed.

240.11 New Memorial Hall Report: Preparations are underway to reopen the hall; the Council's planning application to make improvements to the hall has been granted permission.

240.12 Burial Ground Report: There were no interments this period and no update on the Garden of Remembrance was received from the Diocese.

240.13 Somerset Association Local Councils: The draft cycling and walking manifesto was discussed.

Resolution: Cllr Dollins proposed that we support the initiative in principle but that they should collaborate with other groups in the area. Unanimously agreed.

240.14 Footpath Walkers Report Cllr James is to visit the archives at Taunton to investigate ownership and responsibility for the footpath off Scaddens Lane. The Mendip Hills AONB are working towards resolving accessibility issues on two stiles on the Mendips.

240.15 Neighbourhood Watch: the report was circulated prior to the meeting.

240.16 Environmental Issues: the report was circulated prior to the meeting.

240.17 Emergency Planning There were no updates.

240.18 Community Matters. the report was circulated prior to the meeting. **Flagpole in the Pound,** Rodney Stoke: Government guidance and some basic costs were discussed. The Council decided to consider some quotes at the next meeting to include a 5m pole, internal locking halyard and a union flag. The Clerk is to investigate the insurance implications and to draft a flags protocol. **Somerset**

Waste Recycle More: matters discussed included: Collection of rubbish bins every 3 weeks; smaller vans on side roads not collecting everything that they should; rubbish scattered after collections; other Councils taking additional plastics maintaining a 2 week collection. The Clerk is to draft a list of the complaints and send it to District Cllr Wyke for discussion with Somerset Waste. **Noticeboard, St Leonards Church:** The existing board is in need of replacement. A quote for £38.25 was discussed.

Resolution: Cllr Dollins proposed that a new board be purchased. Cllr Dudden seconded. Cllr James abstained. Agreed.

The Council's **response to the Unitary Authority consultation** by Somerset County Council was noted. The Councils response to the Somerset Association of Local Councils **consultation on the role of the Parish Council in the Local Government Reorganisation** was noted. The damaged **dog bin on Milking Lane,** Draycott has been repaired again. There is no practical alternative location and the dog bin is well used.

240.19 Correspondence All correspondence was brought to the attention of the Council.

240.20 Newsletter: Include an item on the playground reopening with points as noted in item 240.10.

240.21 Statement of Accounts The accounts were approved as a true record. It was noted that the bank reconciliation needs to be signed in a timely manner for it to be meaningful. The Clerk is to make arrangements for Cllr Hele Kergozou to sign the statement prior to meetings.

240.22 Financial Report It was noted that the cost for removal of the brambles in the playing field will be about £70 but may vary depending on the amount of growth by September.

- i. Cllr Dollins proposed that the **Payments Schedule** be approved. Cllr Ward seconded. Agreed.

H Marshall	1657	Clerks Salary and Expenses June	£992.32
HMRC	1658	Clerks PAYE June	£61.08
A Chick	1659	Street Cleaning	£239.80
A Brumfitt	1660	Field access gate repair	£35.00
Probusiness	1661	Payroll services	£43.50
H Marshall	1662	Clerks Salary and Expenses July	£781.57
HMRC	1663	Clerks PAYE July	£35.44

- ii. **Reserves Policy:** The draft policy having been previously circulated was discussed.

Resolution: Cllr Ward proposed adopting the policy. Cllr Dollins seconded. Agreed.

iii. Scribe **accounting software** was discussed. Cllr Ward and the Clerk will report to the next meeting.

iv. The external auditors have noted receipt of the annual return.

240.23 Dates of future meetings to be agreed subject to coronavirus restrictions.
17th September, 19th November 2020

Time of closing meeting: 9.13pm