

# Rodney Stoke Parish Council

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

## Minutes

Draft Minutes of the Video Conferenced Meeting of Rodney Stoke Parish Council held via Zoom on Thursday 19<sup>th</sup> November 2020 at 7pm

Present: Cllr Sealey (Chairman) and Cllrs Dollins, Gladman, Hele Kergozou, James, McGovarin and Ward. Also present was District Cllr Wyke and the Parish Clerk. 1 member of the public was present.

**242.1 Apologies for absence:** Cllr Dudden work Commitment and Haskins, family commitment. The apologies were accepted. PCSO Chinnock also gave apologies.

**242.2 Declarations of Interest** None

**242.3 Public Participation** A resident proposed that the Parish Council should provide allotments. The discussion included the following matters: The need; 2 previous sites that were allotments; benefit for the community. The Chairman discussed the following matters: Sale of the previous sites; the cost and the current precept; the need to see demand demonstrated; the availability of funding and the availability of land. The resident proposed talking to landowners and other residents about the demand for allotments. The Chairman indicated that if there were demand the Council would support the request if the land and funds were available.

**242.4 District Council Report:** Matters discussed included: a weekly downloadable column in the local newspaper; new business grants including a discretionary grant; the local economy and Covid 19. District Cllr Wyke offered help to anybody needing it; phosphates; social housing and the need for shared ownership housing; consultations with parishes on cycle paths, land in the area, walking routes; the possibility that the elections may be delayed. A question about the recent Mori Poll was asked, and it was confirmed as a District Council survey. District Cllr Wyke then gave her apologies and left the meeting due to a previous commitment.

**242.5 Minutes** of the Parish Council Meeting held on 17<sup>th</sup> September 2020, having been previously circulated, were taken as read.

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

**242.6 Matters arising from the minutes** Tyre Swing: A complaint about the tyre swing at the brook in Rodney Stoke was brought to the attention of the landowner of the tree. The Clerk is to write to the landowner to clarify that they accept responsibility for the swing.

Action: Clerk

**242.7 Roads Report: Request for a one-way street,** The Street, Draycott. County Cllr Noel fully supported the Council and submitted the request. The response from Traffic Management was discussed including the considerations of one way orders, that no previous complaints or personal injury collisions were reported at the location and a request for photographic evidence. The Council will build up a dossier of evidence including photographs of the blind bend and traffic problems. Cllrs Gladman and Hele Kergozou offered to record evidence during busy periods, such as waste collection days. Cllr Gladman is to confirm the gradient of the street.

Action: Cllrs Gladman and Hele Kergozou

**242.8 Planning Report:** There were no updates to the report. Recent planning training was reviewed, and feedback has been provided requesting guidance on planning responses. An updated copy of booklet on guidance to Parish Councils will be circulated when it arrives.

**242.9 County Council Report:** The latest report had been circulated and a copy was placed in the Minute book.

**242.10 Local Government Review:** Responses from Cllr Wyke (representing Stronger Somerset) and Cllr Fothergill (representing One Somerset) to questions posed by a working group from St Cuthbert (Out) Parish Council on the Unitary Proposal, having been previously circulated were taken as read.

**242.11 The Rev Cobley Playing Field: Tree Report** The professional report was reviewed and it was decided that as all risks were tolerable, no action will be taken at this time. Cllr Gladman has removed some of the growth identified in the report and will complete the removal within the next week or so. The **Playground annual Inspection Report** having been previously circulated was discussed. An issue regarding the Zip Wire had been referred to the manufacturer and their response was reviewed.

**Resolution:** As the design of the model mitigates the problem the Council are satisfied that the risk is mitigated. The Clerk is to send the report to the Playing Fields Association who carried out the inspection.

The Council discussed an issue regarding the lights on the youth shelter, which it is believed have never worked.

**Resolution:** Cllr Gladman is to remove the lights.

The **Field Trust plaques have been vandalised** once again. Cllr Gladman will reattach them with additional screws. The incident was reported to the police who advised the installation of CCTV. Additional measures to protect the area will be put in place. The **Covid 19 playground risk assessment** was reviewed. Cllr Gladman will reassess in light of recent changes to national guidelines. It was noted that the guidance in the 2<sup>nd</sup> lockdown was to keep playgrounds open. The Chairman thanked Cllr Gladman for replacing the signs in the playground.

Action: Cllr Gladman and the Clerk

**242.12 New Memorial Hall Report:** Cllr Hele Kergozou reported that she had not been able to gain access to the hall meeting.

**242.13 Burial Ground Report:** There were no interments this period and no update on the Garden of Remembrance was received from the Diocese. Burial Ground Inspection: Two **loose headstones** were identified and the Council will take steps to make the stones safe; Ivy growing over **the path** is causing moss making the path slippery. Mr Brumfitt was engaged to cut back and remove the ivy; The diocese has been asked to cut back overgrowth encroaching on the burial ground from their path; The burial Ground Covid Risk assessment was reviewed and no additional precautions were considered necessary in addition to government regulations. The steep path in icy weather was discussed. The Clerk advised a cost of £99.45 for a small grit bin. The Council considered ongoing maintenance of the bin. Cllr Sealey offered to provide salt from the supplies at his property.

**Resolution:** Cllr Dollins proposed purchasing a grit bin and shovel to be installed at the burial ground. Unanimously agreed.

Action: Clerk

**242.14 Somerset Association Local Councils:** The Council noted the current consultations.

**242.15 Neighbourhood Watch:** the report was circulated prior to the meeting. There were no questions. The police reported that they are continuing with local patrols during lockdown and that the free bike marking event will now be held on Sunday 17<sup>th</sup> January 2021 at 12pm at the Memorial Hall car park.

**242.16 Environmental Issues:** the report was circulated prior to the meeting. There were no questions.

**242.17 Footpath Walkers Report** Gate off new road, Draycott Sleights: The Mendip Hills AONB have agreed an informal arrangement with the landowner to replace the existing gate with a Bristol gate to provide unofficial access. The Council asked the Clerk to write and thank both parties.

Action: Clerk

**242.18 Emergency Planning** There were no updates.

**242.19 Community Matters. Flagpole for the Pound:** The Clerk is to consult with Cllr Dollins. The costs and arrangements will be decided at the next meeting. **Somerset Climate Emergency Fund:** Following receipt of the hall committee's proposal, consideration will be given to the maximum limit for applications. The Clerk will then submit the application for a MUGA for the playing field.

**Resolution:** To meet the deadline the Clerk is to submit the application in consultation with the Chairman and Vice Chairman.

**Registration of The Pound:** Two quotations for the process were discussed. The Council also considered advice from a further local solicitor. The Chairman is to seek a statement of truth from a senior member of the Community. Cllr James is to investigate the history of the Pound and the process for registration by the Parish Council themselves. **Parking at the school;** A letter from the headmaster regarding closure of the school carpark due to a near miss incident and a request to support signage had been circulated prior to the meeting. The Chairman reported a complaint from a parent who had experienced a near miss while parking on the main road. The Council has requested that the zebra crossing is repainted as an additional safety measure. The Clerk is to write to the school requesting that the car park be reopened noting discussion points by the Council on the carpark and signage. **Dog Bin,** Draycott Sleights: Following a request from a resident the Council agreed that it would contact the Somerset Wildlife Trust and the County Council to see whether the idea is feasible.

**Resolution:** If the Trust and County Council agree, the Clerk should purchase a dog bin for siting at the sleights.

**Repairs to the bank of the stream at Scaddens Lane** have been postponed and will be rescheduled when restrictions are lifted.

Action: Cllrs Sealey, Dollins, Gladman and James and the Clerk.

**242.20 Correspondence** All correspondence was brought to the attention of the Council. Cllr Ward is investigating the NatWest Switch offers and will report to the Council. Mendip Community Transport report that they continue to provide services in Mendip and Sedgemoor during Covid and have just been provided with 2 additional vehicles by Somerset County Council.

Action: Cllr Ward

**242.21 Newsletter:** Include the following items: Wish everyone a Merry Christmas, vacancies for Councillors; the rescheduled bike marking event; flagpole; damaged plaques.

**242.22 Statement of Accounts:** The Council gave a vote of thanks to the Clerk and Cllr Ward for setting up the new accounting system and bringing the records up to date. Cllr Ward reported that the cloud-based system can be accessed on a read only basis by named members of the Council for transparency. It was agreed that Cllrs Dollins, Gladman and Hele Kergozou will have read only access for transparency, in addition to the Clerk and Cllr Ward who will have full access for continuity of the system. The accounts for the period were agreed as a true record. Cllr Hele Kergozou verified the bank reconciliation.

Action: Clerk

**242.23 Financial Report**

- i. The **Payments Schedule** was approved. Unanimously agreed.

Starboard Systems Ltd	1674	Scribe Accounting Software	£321.60
GH Jeff	1675	Cancelled reissued no 1678	£0
O Frost Forestry & Arboriculture Ltd	1676	Tree Report	£360.00
Somerset Playing Fields Association	1677	Inspection Report	£110.00
GH Jeff	1678	Newsletter Printing	£52.00
Glasdon UK Limited	1679	Dog Bin	£301.75
Probusiness Ltd	1680	Payroll Charges	£43.50
HMRC	1681	Clerks PAYE October	£101.79
H Marshall	1682	Clerks Salary & Expenses Oct	£973.87
A Chick	1683	Street Cleaning	£218.00
H Marshall	1684	Clerks Salary & Expenses Nov	£790.86
HMRC	1685	Clerks PAYE November	£44.00

There was a discussion about the procedure for processing the Clerks salary. Cllr Ward is to investigate the procedure.

- ii. **Budget:** Having been previously circulated the draft budget was discussed including: the target rate of inflation and an increase in precept of 2.08%; general and earmarked reserves; no major projects proposed for the coming year; the current pandemic.  
**Resolution:** Cllr James proposed approval of the draft budget. Cllr Dollins seconded. Agreed.
- iii. **Precept: Resolution:** The precept for 2021/22 is £24,908. Unanimously agreed.

Action: Cllr Ward and the Clerk

**242.24 Dates of future meetings** to be agreed subject to coronavirus restrictions.

21<sup>st</sup> January, 18<sup>th</sup> March, 20<sup>th</sup> May 15<sup>th</sup> July, 16<sup>th</sup> September, 18<sup>th</sup> November **2021**

**Time of closing meeting: 9.45pm**