

Rodney Stoke Parish Council

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

Minutes

Draft Minutes of the Meeting of Rodney Stoke Parish Council held in the Draycott Memorial Hall, Latches Lane, Draycott on Thursday 16th September 2021 at 7pm

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

247.1 Apologies for absence: Cllrs Haskins, family commitment; Hele Kergozou, ill health; Cllr Daynes, Cllr Training; Cllr Dudden, work commitment. The apologies were accepted. District Cllr Wyke prior commitment; PCSO Chinnock.

247.2 Declarations of Interest None

247.3 Public Participation: None.

247.4 Minutes of the Parish Council Meeting held on 15th July 2021, having been previously circulated, were taken as read.

Resolution: Cllr Ward proposed the approval. Cllr McGovarin seconded. Agreed unanimously.

247.5 Matters arising from the Minutes: Conduit House request to relocate the 30mph sign and add signage: It was noted that County Cllr Noel had sent an email in support of the request. There was no further update on this matter. **Beacons for Queen's Platinum Jubilee:** It was reported that Cheddar Parish Council had no plans for a beacon; Westbury Parish Clerk will take our offer of help to the Council; Westbury Council has contacted Priddy Council to see if they wished to run a joint event and asked the Westbury Friendly Society if they wished to run an event at Deer's Leap. The Chairman is to contact a local farmer to see if he has been approached about hosting a beacon. A **Statement of internal control** will be drafted for the next meeting.

Action: Cllr Ward, Chairman

247.6 Co-option to fill the vacancy for a Parish Councillor: No applications had been received; the vacancy will be readvertised.

247.7 Roads Report: The Street, Draycott Survey: The following matters were discussed: The newsletter editor offered to circulate the survey with the newsletter, the additional printing cost will be £115; alternative drop off points; Twitchens Lane is a surfaced right of way.

Resolution: To approve the additional print cost. The date for submission is 10th October. To include an option to email a response. Not to require an identifying address. To include Twitchens Lane in the survey. A suggestion by a resident that anyone parking in The Street should leave their contact details on the dashboard, so that they can easily be asked to move if a large vehicle is obstructed, was reported.

Traffic measures on the narrows, Draycott: The matter was discussed including bus access. Traffic lights and the distance affected were discussed, and the Chairman and Vice Chairman are to measure the length of road controlled by traffic lights on a similar road in Cattle Cary. **The latest SID reports** show speeds of 70 mph in the 30 mph zones by Smiths Close and The Playing Fields and were sent to the police. The Clerk is to follow up the report and ask when a speed van will attend. **Bridge Damage** in Rodney Stoke near Barrow Wood Lane has been reported to Historic Railways and they have inspected it. **Moor Lane drain** is to be jetted **Grit Bins** will be checked reported for their annual refill.

Action: Chairman, Vice Chairman, Clerk

247.8 Planning: There were no updates to **enforcement** matters. **The planning report** was reviewed. Application 2021/1725: It was noted that a case officer has made a site visit to inspect the lighting and has proposed that conditions are included in any permission. The application has been through the referral process. **Mendip Local Plan Part 2 Sites and Policies:** The Inspectors report has been published. This will be reported to Cabinet on 4th October with formal adoption at District Council to follow.

247.9 County Councillor's report: The August report had been previously circulated.

247.10 District Councillor's report: Cllr Wyke reported that there was nothing further to add to a newsletter previously circulated. Matters included: Grants available; home improvement option for disabled residents; social housing delivery; Council offices reopen to visitors; carbon management plan; fight back against loan sharks.

247.11 Local Government Reform: A conference in Bridgwater on the 7th October was noted, but no members were available to attend. **Future Parish election dates.** Cllrs supported bringing local elections forward from 2023 in line with the County Council elections in 2022 to keep the cost of local elections down. **St Cuthbert Out** will be drafting a plan of issues which may affect residents. Members had no overlapping concerns.

247.12 The Rev Cobley Playing Fields Report: CCTV Surveillance The following matters were discussed: A fan to regulate the temperature of the storage room, if necessary, a portable fan will be purchased; The recommendation of the Play Area Committee; The accreditation of the preferred contractor was confirmed as valid; An application for funding. The Data Protection Impact Assessment.

Resolution: Cllr Dollins proposed adopting the CCTV policy as drafted. Cllr McGovarin seconded. Unanimously agreed.

Resolution: Cllr Ward proposed awarding the contract to BS1 in accordance with the recommendation of the Play Area Committee once funding has been applied for. Cllr McGovarin seconded. Unanimously agreed.

Resolution: Cllr McGovarin proposed approving the Data Protection Impact Assessment as drafted. Cllr Dollins seconded. Unanimously agreed.

Resolution: Cllr Ward proposed amending the Council Privacy notice to include CCTV. Cllr James seconded. Unanimously agreed.

It was agreed to add CCTV signage to the weekly inspections.

Annual Inspection Report: The following matters were considered: **Zipwire:** Cllr Gladman will arrange to raise the seat and the posts will be repainted once the CCTV is installed.

Youth Shelter Cllr Gladman will investigate the lights for reinstatement.

Resolution: To approve £100 for replacement batteries. Unanimous.

The shelter will be powder coated, a quote from a specialist firm will be sought. **Rocking Elephant** Cllr Gladman is to reseal the bolt. **Gate** Cllr Gladman will install a rubber bung to address finger crush issues. **Grass cutting of the field** recent concerns over problems with the quality of the cut were discussed. The Chairman is to attend the committee AGM in October. Bonfires in the shelter were reported. The Clerk is to ask the street cleaner to clear the remnants. **Rubbish in the Wessex Water compound** were reported. The Clerk is to contact Wessex Water. **The new benches** have now been installed in the play area. Members thanked Cllr Gladman for taking delivery and fixing them in place.

Resolution: The Clerk is to purchase paint for the top bar of the swings and the zipwire posts.

247.13 New Memorial Hall Report: No matters were raised.

247.14 Burial Ground Report: There were no interments this period. One additional inscription had been added to a headstone. A **Winter Inspection** is to be arranged soon and will include grit bin check. The grass cutter had reported that there were **overgrown brambles**.

Resolution: To request that the Diocese cuts back the ivy and brambles.

Action: Clerk

247.15 Somerset Association Local Councils: Cllr Ward reviewed the **Parish Fund** and the final conversion of the association to a limited state. A **DEFRA Local Nature Recovery Strategies Consultation** has been received. It was felt that the Council is not qualified to comment and no response will be made.

247.16 Environmental Issues: the report was circulated prior to the meeting. A **blocked drain** by the triangle at the junction of Bay Lane and Moor Lane was raised. The Clerk is to report the drain and the loose protecting stone on the triangle.

Action: Clerk

247.17 Neighbourhood Watch: the report was circulated prior to the meeting The PCSO's report was read out including crime statistics and the recent bike marking event. It was noted that 3 further **beat surgeries** will be held at the Memorial Hall Tuesday 5th October at

12pm- 1pm Tuesday 2nd November at 12pm-1pm Wednesday 8th December at 12pm-1pm. Beat surgeries in the Parish were discussed including: that the van is no longer available, and the service is reduced to surgeries held in the hall; the church in Rodney Stoke is available for use; accessibility.

Resolution: The Chairman is to contact the police to request that additional surgeries are reinstated. Agreed.

247.18 Footpath Walkers Report: No matters were raised.

247.19 Emergency Planning It was reported that the arrangements are ongoing.

247.20 Community Matters: Request for contribution to reinstatement of verge Markers. It was reviewed that the wooden verge markers in Rodney Stoke had been damaged.

Resolution: Not to contribute as a contribution had already been made towards the installation and there were budgetary constraints.

Applications for the Reconnecting Communities Fund: Cllr Ward reviewed the fund and noted that all community groups who used the hall as well as others had been contacted. Requests were discussed, and adjustments were made to the final figures.

Resolution: Cllr Dollins proposed applying for a total of £1,446.10 Cllr Gladman seconded. Unanimously agreed.

Reinstatement of the brook bank and path, Scaddens Lane Rodney Stoke including:

The Chairman reviewed the attempts made to reinstate the bank: Mendip AONB have withdrawn the offer to carry out the work due to the type and extent of the work involved; that the work should be undertaken as soon as possible as winter could cause further collapse; The Chairman had approached 5 local builders to quote for the work but only 2 had Availability; the quotes; A resident has offered to provide the stone. A Mendip AONB fund; The budget.

Resolution: To apply to the Mendip AONB fund. To award the work to Mr Brumfitt. To commence work as soon as possible after applying to the fund. Unanimous.

Window Wanderland 2021 The community event was reviewed by the Clerk including: last year they turned away applicants from the Parish; the care homes were gifted packs; request for a contribution of £500 was discussed, which includes reusable banners.

Resolution: To offer £350 as a contribution and to review if funding is received. Unanimous.

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

Bus partnership requested a representative to attend virtual meetings. There were no volunteers. **Somerset Prepared** Free emergency preparedness training for

Somerset residents - Cllr Dollins is to attend. **Royal British Legion Industries** Tommy statues for display. It was decided not to purchase one. **Somerset Association of Local Councils** offer **New Budget setting training.**

247.22 Newsletter: The following **items** are to be included: The Street Survey item; cutting back hedges; Councillor Vacancy; Window Wanderland.

247.23 Statement of Accounts: The statements for September, having been previously circulated, were approved as a true record. Cllr McGovarin verified the bank reconciliations for August and September.

247.24 Financial Report

- i. The football Club requested that the Council cover the cost of the insurance contribution this year due to the effects of the pandemic on fund raising and finances

Resolution: To waive the insurance contribution this year. Unanimous.

- ii. **Closure of the 2020 2021 Audit** The External Audit Report was approved with no matters raised. The report has been published including on the noticeboards for a month. It was noted that the AGAR had to be sent back for amendment. This was on a minor matter of best practice in crediting an insurance claim off against expenditure but is not a matter of non-compliance.
- iii. **Council email addresses.** Cllr Ward and the Clerk will investigate costs and hosts.
- iv. **Resolution:** Cllr Dollins proposed that the **Payments Schedule** be approved. Cllr Gladman seconded. Unanimously agreed.

GWB Services Ltd	1737	Grass Cutting	£354.00
St Andrews Press	1738	Newsletter printing	£53.00
GWB Services Ltd	1739	Grass Cutting	£177.00
David Ogilvie Engineering Ltd	1740	Benches	£1724.40
HMRC	1741	Clerks PAYE	£45.71
H Marshall	1742	Clerks Salary & Mileage August	£751.56
A Brumfitt	1743	Bench Plinths	£400.00
PKF Littlejohn LLP	1744	Annual AGAR Review	£240.00
HMRC	1745	Clerks PAYE	£45.91
H Marshall	1746	Clerks Salary & Mileage Sept	£751.33
H Marshall	1747	Clerks Expenses	£143.77
Somerset Association of Local Councils Ltd	1748	Training	£25.00
A Chick	1749	Street Cleaning	£271.76

Action: Cllr Ward, Clerk

247.25 Dates of future meetings subject to coronavirus restrictions.

18th November **2021**

20th January; 17th March; 19th May; 21st July; 15th September; 17th November **2022**

Time of closing meeting: 10pm