

## **Draft Minutes of the ANNUAL PARISH MEETING FOR WEST CREWKERNE**

**Held on Tuesday 13<sup>th</sup> May 2014.**

**(7.00 p.m. – 7.05 p.m.)**

### **Present**

Mrs J Borland (**Chairman**)

Mr H Ploszek

Mrs S Swaffield

Mr S Wetherall

Mr F Broom (**Vice-Chairman**)

Mr J Wyatt

### **Also Present**

Mrs A Cox Democratic Services Manager SSDC (Acting as clerk)

Miss J A Parsons (Parish Clerk)

County Councillor John Dyke

District Councillor Sue Osborne

5 members of Public

### **Business Transacted:**

- Minutes of the Annual General Meeting of the 14/05/13 approved by Mr H Ploszek and seconded by Mr F Broom.
- Matters arising from the minutes-  
Highways work completed outside Mr F Broom's farm.  
Dunsham Lane- No longer any water on the road.
- Reports- No reports from any Parish organisation
- Chairman's report – Please see circulated copy.
- Public voice – A member of the public raised the question of drainage, which had only been partially sorted.
- The meeting agreed that the next **Annual General Meeting** would be on the 15<sup>th</sup> May 2015 at 7pm.

## WEST CREWKERNE PARISH COUNCIL

**Minutes of a meeting of West Crewkerne Parish Council held at Clapton & Wayford Village Hall on Tuesday 13<sup>th</sup> May 2014.**

**Members Present:** (7.05 p.m. – 8.30 p.m.)

Mrs J Borland (**Chairman**)

Mr H Ploszek

Mrs S Swaffield

Mr S Wetherall

Mr F Broom (**Vice-Chairman**)

Mr J Wyatt

### **Also present;**

Mrs A Cox Democratic Services Manager SSDC (acting as clerk)

Miss J A Parsons (Parish Clerk)

County Councillor John Dyke

District Councillor-Sue Osborne

5 Members of the Public

### **1. Election of Officers**

- A. Chairman- Mrs J Borland. Proposed by Mr H Ploszek Seconded by Mr J Wyatt
- B. Vice-Chairman- Mr S Wetherall. Proposed by Mrs J Borland, Seconded by Mr J Wyatt.
- C. Burial Board Member-Mr S Wetherall. Proposed by Mrs J Borland, seconded by Mr H Ploszek.

All appointments were accepted by those present.

### **2. Apologies of Absence**

No apologies received

### **3. Public Open Forum**

No member of the public wished to speak at the meeting

#### **4. Declarations of Interest in items on the Agenda.**

Mrs J Borland and Mrs S Swaffield both declared a Non-Statutory Interests in Agenda item 14(b) finance, to consider and agree a grant to the village hall, as members on the village hall committee.

#### **5. To Approve the minutes of the Parish Council meeting held on the 11<sup>th</sup> March 2014.**

The minutes were approved at the meeting. Proposed by Mr Wetherall, seconded by Mrs S Swaffield.

#### **6. Matters arising from the minutes.**

The Chairman advised that the precept to Crewkerne Burial Board remained at 7% and was based on the latest electoral roll figures for both parishes.

The Chairman also advised that she had hoped to meet with Scott Davies, the Area Highway Manager, but she had not been able to agree a mutually convenient time.

#### **7. Review Insurance Cover**

The Insurance cover was reviewed by the Chairman. Public Liability cover stands at 5 Million. Employer's Liability cover is 10 million. A £100.00 excess for 3<sup>rd</sup> party liability. The Policy & cover was found to be suitable.

#### **8. To consider New Financial Regulations and Statement of Risk**

The new Financial Regulations were based on a model recommended by National Association of Local Councils. Proposed for adoption by Mrs J Borland and seconded by Mr S Wetherall.

The Statement of Risk was a draft copy for the councillors and the members of public to study, and any questions on the document to be put before the next Parish Council meeting, and then at that meeting the actions to minimise risks, in the document, can be voted on for acceptance.

## **9. To review membership of Somerset Association of Local Councils.**

Mrs J Borland and Mr H Ploszek have both found their help invaluable over the past year. They feel that membership should be renewed especially with a new Parish Clerk coming on-board. Everybody agreed that membership should be renewed.

## **10. To Consider a Parish Plan.**

It was suggested that a survey of voters who came to vote in the European elections on the 22<sup>nd</sup> May 2014 at Clapton and Wayford Village Hall, be taken, to see if they wanted a Parish Plan. What would they want from the Parish Plan and what help could they give on the Parish Plan?

## **11. Planning Matters**

- A.** 13/03398/LBC – Hewish Mill Farm, planning application still being considered. *(subsequent to the meeting application permitted on 19th May 2014)*
- B.** 13/03397/FUL - Hewish Mill Farm planning application was permitted on the 9<sup>th</sup> May 2014.

## **12. Highway Matters**

Mr H Ploszek delivered his report on Highway Matters. On his tour of the roads 8 out of the 10 parishes engaged. Parishes need to show where roads needed repairs. Streetclean had cleared Dunsham Lane. Resurfacing work is poor and needs to be redone. Coombe Farm, who's large & heavy farm vehicles are damaging lay-bys, needs to be approached for its contribution towards their repairs. Completed scheme at Chillington. Large pothole at Chafcombe filled in. There are serious problems with other roads in Somerset.

The dates for the S.I.D. monitoring within the Parish are July & November 2014 at the Mill and July & December 2014 at Mr F Broom's farm.

### **13. Report from District Councillor Mrs Sue Osborne.**

Mrs Osborne stated that she thought it was a good idea to have a local plan in place. The District Councillor had gone round with Mr H Ploszek on the tour of the roads and she had found it encouraging that 8 out of the 10 parishes had participated. Mrs Osborne had been to a useful meeting on permissible rights. Barns can be converted straight to residential. Shops can be converted for residential use.

### **Report from County Councillor Mr John Dyke**

The millions of pounds promised to Somerset, all appear to be going to the Somerset Levels.

Monies are getting tighter at County Hall. , Mr Dyke stated that, Phil in the Crewkerne Town Hall, was very good at passing on information to the County Council on potholes, gully's and fly tipping.

Goldswell Farm – Planning Inquiry – 110 houses are proposed for the site on the outskirts of Crewkerne and it was difficult for the District Council to refuse permission when they do not have an agreed 5 year housing land supply. The outcome of the inquiry would be known in 6 – 8 weeks. The parish should be looking for a 5 year local plan for land supply.

Mr J Wyatt advised that he had attended the Annual meeting of the Almshouses. All the Almshouses have been modernised and the loan has been cleared.

Any cases of fly-grazing contact the local police.

Mr S Wetherall stated that trimming the verges is a no-win situation. Some people wanted verges trimmed before flowers and grasses seeded. Others wanted the verges left to enjoy the wild flowers.

Roads - Flooding – environmental agency needs to keep a closer watch on area.

New Homes – If new homes are to be built then the impact on the infrastructure needs to be assessed, and new schools and Doctors Surgeries need to be put in place.

Thanks to Mrs Angie Cox for her help last year in acting as our Parish Clerk.

We welcome Miss Jackie Parsons as the new Clerk to West Crewkerne Parish Council.

Mr John Dyke, in response to Mr S Wetherall's observations, stated that first schools are a problem in Somerset, there are not enough, which is why it is important to have a local plan in place.

#### **14. Finance**

A. To pay;

i. Burial Board Precept £2430.00

ii. Zurich Insurance £243.00

iii. SALC Membership £138.96

iv. SALC training for New Clerk £55.00

v. To pay £350.00 agreed at last Parish Council Meeting as a contribution towards the repair to the Cemetery Chapel roof. All agreed by the meeting.

B. To consider a grant to the Clapton & Wayford Village Hall; A grant of £500.00 was agreed. Proposed by Mr H Ploszek and Seconded by Mr F Broom.

C. To approve the Annual Receipts and Payments Account for the year ended 31/03/14.

Accounts accepted. Proposed by Mrs S Swaffield and Seconded by Mr J Wyatt.

D. To agree the bank reconciliation at 31<sup>st</sup> March 2014.

Bank reconciliation of £5481.00 balance from 2 accounts.  
Receipts of £391 which is comprised of a VAT refund of £114, interest of

£2, and Council Tax grant of £275. No Parish clerk for the year therefore no PAYE. The balance carried forward is therefore £5481.00.

The Chairman stated there will be pay for the Clerk and new equipment in the next year, so the money is not available to fritter.

The Bank reconciliation statement was approved. Proposed by Mr H Ploszek and Seconded by Mr F Broom.

E. The Annual Statements of Accounts for the year ended 31/03/14 approved.

F. The Annual Governance Statement approved by the Committee.

G. Mr Reg Mussett appointed as Internal Auditor by the meeting.

## **15. Correspondence**

Examination Hearing sessions of the South Somerset Local Plan 2006-2028 will recommence on the 10<sup>th</sup> June 2014 to which the public can attend.

## **16. To confirm that the next meeting will be held on Tuesday 8<sup>th</sup> July 2014 at Clapton & Wayford Village Hall at 7.00pm.**

Confirmed that the next meeting of the West Crewkerne Parish Council will be held at Clapton & Wayford Village Hall on Tuesday 8<sup>th</sup> July 2014 at 7.00pm.

Meeting closed at 8.30pm.

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Chairman

# **CHAIRMAN'S REPORT**

## **COUNCIL YEAR 2013-2014**

Good evening to you all. I should like to commence my report with some sad news. Our previous clerk of ten years, Colin Payne, who resigned at this meeting last year due to ill health, died in late April. At the thanksgiving service for his life earlier this month we were all reminded of the man, his many qualities and the contribution he made to this parish council.

It has not been easy to recruit a new clerk but in the interim we as councillors and as a parish council have been very fortunate to have Angela Cox who is the Democratic Services Manager for the District Council clerk at our meetings for the past fifteen months. Her support has been invaluable. I should also like to thank Councillor Henryk Ploszek for his continuing development of [westcrewkerne-pc.org.uk](http://westcrewkerne-pc.org.uk) which I believe to be an excellent example of a parish website. As councillors we all in our ways try to support living in this lovely part of South Somerset, in this both District and County Councillors ably support us.

The year has been very much dominated by the weather and the effect on the highways. In an ideal world we would have perfect road surfaces, clear drains and managed hedge/verge cutting. But in this austerity driven environment this Utopia will not be realised. There is only a limited highways budget and we in West Crewkerne have in no way suffered from the extreme weeks of floodwater. Our roads do have many pot holes which we report, we do have blocked drains which we report, then unblock our selves when we feel let down by the responsible authorities, but considering all that these authorities have had to deal with during these difficult times decisions they have made consider the whole area and not just our small corner. In April our District Councillor Sue Osborne arranged a 'tour' of some of the roads in her ward joined by other local councillors and Mike Fear the Assistant Highways Manager. They were able to discuss issues affecting road maintenance and the constraints, which have to be said, are largely financial imposed on the highways by the County Council. It is good to see that work has been completed on both Dunsham Lane and at Brooms Farm to improve surface water drainage. It will be interesting to see the results of this work.

In July at the Parish Council meeting we had two interesting talks from District Council officers explaining both parish and neighbourhood plans. Notably in both cases it was emphasised that the local community should be expected to lead any development of a plan. The most suitable for our rural area was the parish plan. As a council we have agreed £1000 as part of the precept for 2014-2015 towards developing such a plan with the active lead of local residents if that is the majority decision.

We can all contribute to West Crewkerne in our own ways and one such way is by becoming involved with our one community asset, this village hall. Without this hall where would we meet, and an example is to be found with Wayford who having no such central asset have to hold their parish council meeting here. In two weeks time there are the European elections and the hall will be used as our polling station. It will be interesting to see how many people choose to exercise their democratic right to vote. This time next year we will be in full swing of general and local council elections. For those of you wishing to become involved in local issues I urge you to stand for the parish council. Keep the community alive; do not let West Crewkerne become an area where lives are lived in isolation.

Finally I should like to introduce you to our new parish clerk Jackie Parsons. She will be soon commencing her training and I should like to assure her of all councillors' support as she commences her role with us.

Julia E. Borland

Chairman: 2013-14