

Evercreech Parish Council

5th March 2019

Minutes of the Meeting of Evercreech Parish Council held this day in Evercreech Primary School Hall, Paradise Crescent, Evercreech at 7.00pm.

PRESENT: Barry O'Leary (Chair), Roy Williams, Murray Stewart, Gail Wakeford, Andrew Doble, Rob Reed & Harriet Fisher.

Also present: Michelle Phillips (Clerk) & 4 members of the public.

1 Apologies for Absence

Apologies were received from Ian Elliott who was unable to attend due to another commitment and Sarah Breare no reason given.

2 Declarations of Interest and Dispensation

Nil.

3 To Confirm the Minutes of the Meeting Held on 5th February 2019

The minutes were then taken as read, confirmed as a true record and signed by the Chair. Proposed Roy Williams, seconded Harriet Fisher, by 6 votes' motion carried. Andrew Doble did not vote due to being absent from last meeting.

4 Public Reps: Invitations To Speak

a) County Councillor Nigel Hewitt-Cooper.

Nil apology or no report received from Nigel Hewitt-Cooper.

PC noted County Councillor Monthly Report 1st February 2019

b) District Councillor Peter Bradshaw.

Peter Bradshaw confirmed his attendance at his last full Mendip Council meeting where he gave his final report as Mental Health Champion.

Mendip DC have balanced the 2019/20 budget and set Council Tax with band D rising from £167to £173.

1 x public arrived

5 Open Session

See Appendix 1.

Please note these do not form part of the Minutes.

2 x public left

6 Parish Project

a) QRPF Working Party to present costing for new signage following Greencore being unhappy with the wording of the new QRPF Play Area Signage.

Gail Wakeford presented costing of £35 + VAT for 18inch x 18inch sign

produced by HW Signs to be fixed to park railing.

B [O'Leary](#) confirmed that after multiple phone requests from him written contact had been made with Greencore. He further confirmed that they were not informed the playground was not yet to be complete and their concern had been the lack of communication. Cllr Stewart asked if the RFO had written to Greencore to give an acknowledgement / receipt of funds etc, and was told "NO". The O'Leary asked the council to allow Geencore time to reply and outline what they wanted given the opening was now at hand and the commitments entered into could be followed through on.

PC agreed in full to carry forward until Barry O'Leary had made contact with Greencore.

BOL

b) QRPF Working Party to update PC on Completion of New Play Equipment following second Post Installation Report dated 28th February. PC discussed report in full, Playdale had complied with defects from first post installation report dated October/18 but had not rectified securing the waste bin liner and some inserts on the Goal End plus some other outstanding remedial work as highlighted in the 28th February report.

Resolve: Propose by Andrew Doble, seconded by Murray Stewart – by unanimous votes recommend PC pay Playdale final invoice balance, email Playdale 28th February post installation report and request what action Playdale will be taking to complete final works with a response with 21 days to add to next agenda.

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Highways

a) Temporary Footpath Closure for West of England Game Fair 2019 from 14th-18th March 2019.

The council noted the provision was 6 month closure but the event is only 3 days.

Clerk

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Planning

Planning Applications PC discussed applications in full.

a) 2018/2433 The Dutch Barn, Wayside Farm, Redlands Farm Lane To Prestleigh Road, Evercreech.

Change of use from Agricultural Barn to Dwelling (C3) to include the installation of PV Panels and a Woodburner Flue.

Resolve: Propose by Roy Williams, seconded by Gail Wakeford – by unanimous votes RECOMMEND APPROVAL.

1 x public left

b) 2019/0102 Broad Street Cottage, Broad Street, Stoney Stratton.

Demolition of existing single storey extension, erection of 1No. two and 1No. single storey extensions with link porch. Demolition of existing garage and construction of replacement double garage.

Resolve: Propose by Gail Wakeford, seconded by Harriet Fisher – by unanimous votes RECOMMEND APPROVAL.

c) 2019/0316 Elm Cottage, Leighton Lane, Evercreech.

Works to trees in a conservation area:- T1 - Birch Tree - reduce by a third.

Resolve: Propose by Andrew Doble, seconded by Barry O’Leary – by unanimous votes RECOMMEND LEAVE TO MDC TREE OFFICER.

d) 2019/0226 9, Shapway Road, Evercreech.

Proposed dormer to rear.

Resolve: Propose by Gail Wakeford, seconded by Roy Williams – by unanimous votes RECOMMEND APPROVAL.

1 x public left

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Finance

a) Payments/Receipts

Money Received

22	Unity Trust Bank Account (Balance of Natwest Funds)	506.12
23	Cremation Interment S Banyard	118.00
24	Burial Interment A Cradock	207.00
25	Purchase 2 Burial plots & 1 Burial Interment K Harris	828.00
	Total	1,659.12

Payments Endorsed at Meeting

Chq Payee and Details

BACS	Clerk Salary	508.95
BACS	Road Sweeper Salary	276.72
D/D	Staff Stakeholder Pension	28.86
BACS	Village Hall - January Invoice	20.00
BACS	Veolia - January Invoice	52.42
BACS	The Play Inspection Company Annual Inspections QRPF & Skate Park	258.00
D/D	Biffa - Weston Town Waste Disposal (Qtr)	218.09
BACS	Playdale Playground Ltd - 25% Final Payment QRPF Equipment	21,477.30
BACS	Idverde Ltd Play Area Inspections - February	40.16
	Total	22,880.50

Resolve: Propose by Andrew Doble, seconded by Roy Williams that the payments as listed above are endorsed.

b) PC to review Detailed Receipts and Payments by Budget Headings Report.

PC noted report.

c) Two authorised signatures to sign Plusnet direct debit mandate.

Rob Reed & Murray Stewart signed direct debit mandate

d) Proposal for PC to consider allocating funding towards Somerset Wood Maintenance Project using 2019/20 Budgeted Contingency Fund.

Clerk

PC discussed item in full and agreed to support the project in principle but not financially.

Resolve: Propose by Andrew Doble, seconded by Murray Stewart – by unanimous votes PC at this stage will decline from contributing towards Somerset Wood Maintenance.

Clerk

e) PC to review Biffa Price Increase from 1st April/19 Notification.

Council requested the clerk to provide pricing for Junes meeting even if it meant a reduction in size but increase in number of bins. The Sports club were to be immediately informed of this , as the council would retender as there could be significant savings despite a change in bin size.

Clerk

f) MSt & SB Proposal for PC to consider allocating funding towards new PC website additional costs for gov.uk domain name £105 and 10 email addresses £180 using 2019/20 Budgeted Contingency Fund.

Resolve: Propose by Murray Stewart, seconded by Andrew Doble – by unanimous votes recommend approval of additional costs for gov.uk domain name £105 and 10 email addresses £180 to be funded from 2019/20 Budgeted Contingency Fund.

MSt
& SB

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Parish Council Matters

a) 5th February Meeting Action Plan Reviewed
3 items carried forward.

Clerk confirmed two items not actions due by her incomplete due to "insufficient time". The council note these remarks.

Clerk to obtain quote from Toy Barn in Sherborne for PC to consider repair of climbing frame instead of removal.

Clerk

Roy Williams to obtain a quote to lay concrete under Skate Park ramps in order to complete repair of actual ramps.

RW

b) b/f PC to review Grass Cutting of the whole village using SCC Pollinator Action Plan 2018-2028.

Murray Stewart and Roy Williams held a site meeting with PC Contractor Julian Shave and agreed to reduce 14 cuts a year to 2 cuts a year to non-burial section of Cemetery. PC will receive a revised quotation from Julian Shave.

c) b/f PC to confirm number of cuts required for 1 year QRPF Grass Cutting Contract before quotes are sourced.

Murray Stewart and Roy Williams held a site meeting with PC Contractor Julian Shave who recommended 14 cuts a year for 1 year QRPF grass cutting contract.

The resolve was to extend the existing contract with Julian Shave for a further 12 months at a reduced rate, and then incorporate into the other ground maintenance contract and retender in Jan 2020.

d) PC to create a Protocol regarding Preparations for Marking the Death of a Senior Figure and return MDC completed form by 29th March.

PC reviewed draft Protocol and PCC Standing Committee comments received 1st March and agreed in full to incorporate PCC comments into Parish Council Protocol regarding Preparations for Marking the Death of a Senior Figure.

Clerk

e) Annual Parish Meeting date to confirm – Tuesday 30th April 7-9pm.
PC agreed to the proposed date by the clerk. Councillor Stewart noted this was the week of elections .

f) BOL Proposal for PC to contact MDC Environmental Enforcement Department re Lighting Pollution at Southwood.

PC discussed the item in full and agreed there is a problem with light pollution.

Resolve: Propose by Barry O’Leary, seconded by Harriet Fisher – by unanimous votes for Barry O’Leary to draft a response letter and send to MDC Enforcement and South West Partnership behalf of PC.

BOL

g) BOL Proposal for PC to apply for change of status to Mill Buildings in former Greencore Site.

PC discussed delegating the completion of DP3 application to the History Society on behalf of PC.

Resolve: Propose by Barry O’Leary, seconded by Murray Stewart – by unanimous votes PC support the history societies application.

h) Evercreech Support Fund Grant Application Request from The Old Stores Studio for £1350.

PC discussed grant application in full.

Resolve: Propose by Andrew Doble, seconded by Roy Williams to award £150 funding only for artist led 1 day instrument making workshop in conjunction with drumming at the school, by 2 votes motion rejected.

Resolve: Propose by Murray Stewart, seconded by Gail Wakeford – by 5 votes funding of £400 only for drumming workshop for 1 full day to reach every pupil in Evercreech Primary School on condition School APT are involved in the workshop, for PC to receive accounts back from applicant confirming the spending of the £400 and for The Old Stores Studio to attend 2nd April PC meeting, Andrew Doble and Roy Williams against, motion carried.

Clerk

i) PC to review Bristol Water 27th February Email Reply regarding regular water testing on former Greencore site.

PC noted Bristol Water 27th February response and agreed in full to contact Wessex Water to be requested to check any waste water / liquids laving the site by the existing drainage system.

Clerk

j) BOL - Parish Council Elections ~~3rd May 2019~~. 2nd May 2019.

Clerk confirmed receipt of 2nd May election timescales advertising from

Mendip.

Clerk

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Inspections/ Reports

a) Weston Town Playing Field

(i) Equipment Inspection - Landscape Group (Jan)

Report identified 1 point for action to be taken – ramp lifting.

(ii) Annual Inspection Report for Skate Park Feb/19.

PC noted report.

b) Queens Road Playing Field

(i) Equipment Inspection - Landscape Group (Jan)

Report identified 1 point for action to be taken – climbing unit outside play area loose uprights and rotten timbers recommend removal.

(ii) Annual Inspection Report for QRPF Play Equipment Feb/19.

PC noted report.

(iii) Cricket Club Pavilion planned survey for 18th February on hold until PC inform Cricket Club what Survey Specification is required – PC to review survey specification received from Cricket Club.

PC reviewed email received from Cricket Club dated 4th March in full. PC agreed to contact Cricket Club and request a full professional structure survey be completed confirming the building is insurable for whatever it will be used for in the future. The survey must be completed before the Cricket Club's building insurance expires in April/19.

Resolve: Propose by Roy Williams, seconded by Andrew Doble – by unanimous votes recommend approval.

Clerk

c) Police

Apologies received from PCSO Guy Dury, report received:-

PCSO Guy Dury reported on recent crimes in the Parish during the month of February & March 2019 on Beat AE020.

The following calls to Evercreech were:-

12th February – Report of an accident along the A371 Pecking Mill – Police attend.

16th February – Report of an accident along the A371 Pecking Mill – Police attend.

27th February – Report of an assault – On-going police enquiries.

28th February – Caller reporting from a property near the church, that someone is banging on their door, and shouting abuse - Police attend but suspect had left prior to their arrival.

4th March – Report of an assault in Victoria Square – On-going police enquiries.

5th March – Report of an accident along Evercreech Junction – Police attend.

BOL asked if the police had replied to PC's response to their request re speeding. The clerk confirmed no and in the light of this the clerk was

requested to formally follow up and request a timely response and explanation for the delay/ non response.

Clerk

12 Cemetery

- a) Burial and Memorials
2 plots purchase and 3 interments in February.
PC agreed in full to a memorial for S Banyard.

13 General Correspondence

- a) SCC Press Release Budget Proposal look to the long-term.

- b) Newquay Town Council National Parking Enforcement Survey to complete by 15th March.
Clerk requested not to complete survey as not to add to workload.

- c) MDC Submission of the Mendip Local Plan Part II: Sites and Policies notification.

- d) Clerk & Council Direct March Newsletter.

- e) Great Weston Ride 14th July 2019.

- f) SCC Press Release Ofsted finds positive improvement during inspection of Children's Services.

- g) SALC Preparing for External Audit Training Seminar 2nd April.

- h) NALC Winter 2018 Survey (& Funding opportunities for under 18s)
Clerk requested not to complete survey as not to add to workload.

Proposal to Exclude Press and Public from the meeting due to the Confidential Nature of the Remaining Items – resolution required.

1 x public left
Clerk left room at 8.30pm.

14 Staffing Committee Proposals following 26th February 2019 Meeting with Clerk.

- a) Staffing Committee to update PC on actions following Staffing Committee & Clerk Meeting held on 26th February Meeting.
Staffing Committee updated PC in full.

- b) Proposal from Staffing Committee for PC to consider allocating funding towards Clerk 15th June 2019 SALC Essentials Training Course of £220 using 2019/20 Staffing Committee funding £101 and balance £119 from Budgeted Contingency Fund.
Resolve: Propose by Rob Reed, seconded by Gail Wakeford – by unanimous votes RECOMMEND APPROVAL.

- c) Staffing Committee Proposal for Full Council to Adopt Staffing

Committee recommendations for Amended Clerk Job Description and RFO duties.

Resolve: Propose by Rob Reed, seconded by Gail Wakeford – by unanimous votes RECOMMEND APPROVAL.

Clerk returned at 8.40pm.

Items for Next Monthly Meeting Agenda

Roy Williams – Whybird Gallery PC to review if they have a license for a café/meeting place.

Murray Stewart – Role description of elected member.

Murray Stewart – Maintenance of Evercreech Planter and removal of WI Centenary Planter.

Date of Next Meeting Tuesday 2nd April 2019 in Evercreech Village Hall, Victoria Square, High Street, Evercreech at 7.00pm

The meeting closed at 8.44pm

Signed.....

Date.....

Appendix 1 Open Session - Please note that these notes do not form part of the official Minutes

Gill Lindsey – Parish Matters 10g) Chair has asked History Society to apply for DP3 on behalf of PC for change of status to Mill Buildings in former Greencore Site.

Doug Ryall – Planning 8a) 2018/2433 The Dutch Barn, Wayside Farm, Redlands Farm Lane To Prestleigh Road, Evercreech.

DRAFT