

## ODCOMBE PARISH COUNCIL

MINUTES OF THE MEETING OF ODCOMBE PARISH COUNCIL HELD ON MONDAY, 21<sup>ST</sup> FEBRUARY 2011 AT THE VILLAGE HALL, ODCOMBE (7.30 p.m. – 10.30 p.m.)

### PRESENT:

Mr B Savill-Daw (Chairman)  
Mr C Francis  
Mrs S Hunt  
Mr B Spearing

Mrs B Langdon (Vice-Chairman)  
Mr A Hiscock  
Mrs D Rennie  
Mr R West

Mrs C Bakewell (County & District Councillor)

Mrs L Boucher (District Councillor)

Mr R Parr, Senior Play & Youth Facilities Officer, SSDC

Mrs E James (Clerk)

### 159. TO RECEIVE ANY APOLOGIES FOR ABSENCE AND TO CONSIDER ACCEPTANCE OF THE REASONS

An apology for absence was received from Mr P Cooper by reason of work commitments. This apology was accepted and approved.

### 160. DECLARATIONS OF INTEREST

None

### 161. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> FEBRUARY 2011

It was RESOLVED to approve the minutes of the meeting held on 7<sup>th</sup> February 2011.

### 162. MINUTES OF THE MEETING HELD ON 17<sup>TH</sup> JANUARY 2011

Members NOTED that "12 noon on 14<sup>th</sup> February 2011" was omitted from min. no. 119 (k) of 17<sup>th</sup> January 2011. The minute should have stated that "It was AGREED that the tender documents should be returned to the Clerk by 12 noon on 14<sup>th</sup> February 2011".

### 163. CHAIRMAN'S ANNOUNCEMENTS

Mr Savill-Daw raised concerns regarding recent publicity on SSDC financial affairs.

### 164. REPORTS FROM

(a) DISTRICT COUNCILLOR – Mrs Boucher advised that SSDC had given out food hygiene ratings and that the Masons Arms had scored the highest mark possible. SSDC had approved its budget. Goldenstones will be run by a trust and consideration was being given to operating the Octagon theatre in a similar way. Mrs Boucher also advised that Chinnock Hollow would be shut for repair works.

(b) SOMERSET COUNTY COUNCILLOR, Mrs Bakewell advised that SSDC was making £3m savings but that front-line services were untouched. The County Council was closing some libraries immediately but was consulting on the hours of opening for other libraries. The mobile library service would be reduced from 6 vans to two. The Waste partnership had given a one month period for alternative proposals to be given for the running of the Crewkerne Household Recycling Centre. The cost of fly-tipping would be kept under review. Money had been withdrawn from the youth provision but Morley House in Yeovil will remain open.

It was RESOLVED to bring forward agenda item 10

### 165. ODCOMBE MEETING POINT

Members NOTED that planning permission for the Odcombe Meeting Point has been granted with a condition that should a lighting scheme be considered at a future date it must be submitted to and approved in writing by the local planning authority. It was NOTED that although four tenders were requested only two tenders for the Odcombe Meeting Point were received. The quotations received were:

Parsons Landscapes Ltd in the sum of £10,700.00

Play UK (Playgrounds) Ltd in the sum of 12,898.00

Members were asked by the Clerk if further tenders should be sought but it was AGREED that two tenders were sufficient on this occasion.

Expenditure on the scheme to date amounts to £885 (planning application and structural engineer) and members NOTED that should this quotation be accepted the project would cost £11,585. It was NOTED that the sum of £10,000 is secure. Yarlington Homes had been asked to approve an additional £500 and Mr Fisher of the Somerset Rural Youth Project is also assisting the young people to complete a further grant application for the project. Mrs Rennie proposed, Mr West seconded and it was unanimously RESOLVED that the tender from Parsons Landscapes Ltd, in the sum of £10,700 be accepted. It was AGREED that the Clerk should seek further grant funding for the project but should no further finance be available the remaining money would be vired from the £3,000 which had been included for additional street lights in the 2011-2012 budget, although a 5% retention would be held for twelve months from completion. The Clerk advised that hard copies of references were currently being obtained from Parsons Landscapes and also a copy of the necessary insurance certificate. In accordance with Standing Order 5 (xvi) Mr Savill-Daw and Mrs Rennie were authorised to sign the contract, which would be witnessed by the Clerk.

### MIN. NO. 164 cont.

### (c) PARISH COUNCILLORS WHO HAVE ATTENDED MEETINGS/WORKSHOPS SINCE THE LAST MEETING

Mr Savill-Daw had attended a meeting of South Somerset Together and advised that a meeting of adjacent parishes had been proposed, to take place after the May election.

### 166. CLERK'S REPORT [MATTERS ARISING FROM PREVIOUS MINUTES

(a) The Pound – it was NOTED that the minutes are still being researched to ascertain any mention of The Pound, prior to a

[www.odcombeparishcouncil.gov.uk](http://www.odcombeparishcouncil.gov.uk)

meeting with Mr Clarke, SSDC Solicitor.

(b) It was NOTED that, following consultation with the Chairman, a replacement printer had been purchased by the Clerk in the sum of £100. A 3 year warranty was also purchased under office expenses.

#### **167. CORRESPONDENCE**

(a) Department of Cultural, Media and Sport – Diamond Jubilee 2012 – NOTED.

(b) HM Revenue & Customs - it was NOTED that HMRC had advised that the Parish Council has no further liabilities arising from the employment status of the previous Clerk.

(c) SALC – it was NOTED that the next SALC meeting will take place on Monday, 14<sup>th</sup> March 2011 at Corton Denham Village Hall.

(d) SSDC publicity events for prospective new Councillors – NOTED. Members NOTED that the next Parish Council election will be held on Thursday 5<sup>th</sup> May 2011

(e) SCC – flooding survey. It was NOTED that a request for information from SCC regarding flooding had been completed and returned. A copy of the flood risk assessment of Somerset will be sent to the Parish Council on completion.

(f) Somerset Devon & Dorset Community Land Trust Project – NOTED

(g) Recycling For All It's Worth campaign – NOTED.

(h) Somerset Libraries - Libraries Service – NOTED.

#### **168. PLANNING**

##### **(a) RESULTS OF APPLICATIONS**

**10/05123/FUL** - The siting of a wooden structure to be used as a community meeting place (GR 350869/115368)

**Recreation Ground, off Old Road**

**APPROVED WITH CONDITION**

**10/05216/FUL** – proposed utility extension and first floor extension over living room and utility to provide additional bedroom and en-suite bathroom accommodation (Revised Application)(GR 350208/116440)

**Old Dairy Cottage, Woodhouse Farm, Woodhouse Lane**

**APPROVED WITH CONDITION**

As the SSDC Case Officer's recommendation approval did not accord with the recommendation of the Parish Council, the officer's report is available for inspection at the meeting.

##### **(b) APPLICATIONS FOR CONSIDERATION**

**11/00435/FUL** – change of use of land from agricultural to residential curtilage, formation of a tennis court, erection of associated fencing and landscaping (GR 350030/115708)

**Pitt Plain Farm House, Ham Hill Road**

**RECOMMENDATION:** Although the Council has no objection to a formation of a tennis court, erection of associated fencing and landscaping, the Council would ask that this application be deferred for clarification of the extent of the proposed change of use of land from agricultural to residential curtilage. The plans did not make clear to Councillors the extent proposed and would like to see a plan, clearly marked, with no ambiguity.

##### **(c) PLANNING UPDATES- None**

#### **169. ODCOMBE RECREATION GROUND**

(a) It was NOTED that Montacute Pre-School had requested permission to use the Recreation Ground for its annual sports day, to be held on Friday, 15<sup>th</sup> July weather permitting. It was AGREED to approve this request. It was also AGREED to grant a perpetual permission for an annual sports day event, provided that the Pre-School annually obtains permission from SSDC and also supplies SSDC with the necessary health & safety risk assessment.

(b) Football match fees – Odcombe Football Club paid £120 for use of the field for the season 2010-2011. It was AGREED that no increase would be made and that, in accordance with the contract between the Council and the Football Club, the next review should take place in 2014.

(c) Routine Visual Playground Inspection Training – it was AGREED that no action would be taken until after the May election.

#### **170. GROUNDS MAINTENANCE CONTRACT**

Quotations had been sought for a two-year grounds maintenance contract. It has been realised that the quotation did not include for hedge cutting on the Chapel Hill side of the Recreation Ground nor for the area leading from the recreation ground to the car park area on Chapel Hill. An extension of time was therefore given for return of quotations to include these works. Quotations had been received from SSDC and Somerset Landscapes Ltd.

SSDC advised that they based their grass cutting prices on 16 cuts a year comprising 14 cuts between March and October plus two winter cuts which would be at a cost of £2756.16, for the two years, any additional cut would be £86.13 per occasion. This sum included the bank adjacent to the car park. Hedge cutting would cost £63.60 per cut.

##### **Somerset Landscapes quoted:**

###### **2011**

15 grass cuttings of open areas, strim around stones, bmx track, banks and bank around hall £1039.50. Any additional cuts £69.30 per occasion.

To cut roadside bank - £23.45 per occasion

Perimeter hedge cutting - £63.95

One cut per year – Chapel Hill side of hedge - £68

To cut car park area on Chapel Hill - £35.00 per occasion

###### **2012**

15 grass cuttings of open areas, strim around stones, bmx track, banks and bank around hall £1070.70. Any additional cuts £71.38 per occasion

To cut roadside bank - £24.15 per occasion

Perimeter hedge cutting - £65.85

Hedge Chapel Hill 69.75

Car park Chapel Hill - £35.90

Mrs Langdon proposed, Mr West seconded and it was RESOLVED to accept the two-year quotation supplied by Somerset Landscapes for 2011-2012.

**171. COUNCIL LOGO**

In view of the absence of Mr Cooper it was AGREED to defer this item to the next meeting.

**172. NOTICEBOARD**

Mr Hiscock proposed, Mr Savill-Daw seconded and it was RESOLVED to approve expenditure of £85 on a planning application for a noticeboard to be purchased and sited at the Recreation Ground, the noticeboard to be used for a map of walks of the area, to commemorate Thomas Coryate.

**173. ROYAL WEDDING 2011**

It was AGREED that the Parish Council would take no action on this event.

**174. SALC WORKSHOP**

It was NOTED that the Clerk will attend a SALC workshop on 16<sup>th</sup> February 2010 which would cover new legislation. Members APPROVED the payment of £7 to cover one-third of the cost of the workshop.

**175. CRIME, DISORDER AND COMMUNITY SAFETY**

No concerns were raised.

**176. HIGHWAY MATTERS**

It was NOTED that Chinnock Hollow will be closed from 21<sup>st</sup> March for approx 5 days for drainage work. It was NOTED that the "no through road" sign at Cherry Lane had still not been removed and the Clerk will chase this with Mr Fletcher, SCC Highways.

**177. FINANCE**

- (a) The bank reconciliation statement, as at 31<sup>st</sup> January 2011, was APPROVED.
- (b) It was NOTED that a direct debit in the sum of £13.82 will be taken on 24<sup>th</sup> February 2011 by E-On, for electricity supplied.
- (c) It was NOTED that notification of payment of the SSDC grant of £3000 into the Council's bank account had been received.
- (d) It was RESOLVED to approve the following schedule of payments:

Vision ICT Ltd – renewal of gov.uk domain	£64.60	ch. no. 119
SLCC – Practitioners Conference	£79.20	ch. no. 120
G B Sport & Leisure	£170.64	ch. no. 121
SALC	£7.00	ch. no. 122
Corporate Management	£423.64	ch. no. 123

**178. COUNCILLORS QUESTION TIME – SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE MEETING**

A request was made that consideration be given to opening the Old Preston Road or re-opening Lufton Way to improve the traffic congestion. Concerns were raised regarding a leylandi hedge which was obscuring a street light at Orchard Close.

**179. TO BRING FORWARD ANY MATTERS FOR CONSIDERATION AT THE NEXT MEETING**

Review of internal audit and internal control

**180. ITEMS FOR DISTRIBUTION**

Somerset PFA - The Playing Field

**181. NEXT MEETING**

The next meeting will be held on Monday, 21<sup>st</sup> March at 7.30 p.m. at the Village Hall.