

**ODCOMBE PARISH COUNCIL**  
**77 West Street, Stoke-sub-Hamdon, TA14 6QL**

**MINUTES OF THE MEETING OF ODCOMBE PARISH COUNCIL HELD ON MONDAY 21<sup>st</sup>**  
**AUGUST 2023 AT THE VILLAGE HALL, ODCOMBE (7.30pm to 9:10pm)**

**PRESENT:**

Cllr D Peters (Chair)

Cllr D Rennie

Cllr B Duffy

Cllr R West

Cllr R Parr

Mr T M Heath (Clerk)

Cllr K Perry

Cllr. C Francis

Cllr. J Ashton

**REPORTS FROM COUNTY COUNCILLORS**

No reports from County Councillors were received.

**84/23 TO RECEIVE ANY APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. F Cumming.

**85/23 DECLARATIONS OF INTEREST IN AGENDA ITEMS**

No declarations of interest in agenda items were tabled.

**86/23 MINUTES OF THE MEETING HELD ON 2<sup>nd</sup> AUGUST 2023**

It was **RESOLVED to APPROVE** the minutes of the meeting held on 2<sup>nd</sup> August 2023.

**87/23 CHAIRMANS OPENING REMARKS**

Nothing to report.

**88/23 PUBLIC SESSION**

No members of the public were present.

**89/23 FINANCE**

It was **RESOLVED to APPROVE** the bank reconciliation statement dated 31<sup>st</sup> July 2023.

It was **RESOLVED to APPROVE** the following list of payments

£337.73	Mr T M Heath	Salary adjustment/Expenses/ Grit Bin
£83.40	The Play Inspection Company	Annual play area inspection
£7.50	Tesco	Clerks Phone
£648.75	KTD Ltd	Grounds Maintenance
£318.20	Mr T Heath	Democratic Services
£49.34	Npower	Electricity supply

It was noted that an interest credit for July of £32.53 has been received

### **90/23 RISK ASSESSMENT**

Members **RESOLVED to ADOPT** the updated risk register dated 21<sup>st</sup> August 2023 which will be posted on the Parish Council website and provided responses to the following questions:

- a. Does Council agree that Odcombe Parish Council has adequately identified its current risks - **YES**
- b. Does Council agree that the scoring and levels associated with the identified risks are correct - **YES**
- c. Does Council accept that appropriate mitigation plans are in place for each identified risk - **YES**
- d. Does the council agree to adopt the presented risk assessment in its entirety or propose amendments - **YES**

### **91/23 CAR PARK REFURBISHMENT PROJECT**

Members confirmed the urgent need to refurbish a section of car park and agreed with a proposed timeline plan that would see works contracted, subject to affordability, in October 2023. It was recognised that engagement with stakeholders is vital and that funding stream options should be explored. Council agreed that a specification/quotation document should be professionally written and approved, with associated authorised expenditure up to £500.00. Project Management of the refurbishment shall sit with the Clerk.

### **92/23 HIGHWAY MATTERS**

The Chair reported that the meeting with County Highways had been postponed until 29<sup>th</sup> August 2023.

A Parish Council, Chinnock Hollow 'position statement' that was proposed by Cllr. Peters, seconded by Cllr. Rennie was accepted by Council and reads as follows:

*'East Chinnock Road which leads from Chinnock Hollow to the junction with the Camp Road at Odcombe is a small, unclassified country lane which is little more than a single-track road in places. It is not suitable for high volumes of traffic or very large vehicles.*

*Prior to the land slip at Chinnock Hollow, East Chinnock Road was increasingly used as a cut-through by large numbers of vehicles avoiding the traffic-calming measures and congestion in West Coker.*

*Odcombe Parish Council understands that it's residents will hold differing opinions regarding the reopening of The Hollow, but that any discussion regarding this possibility should consider appropriate measures to manage the volume, speed and size of traffic using the route, as well as the safety of pedestrians and other non-vehicular road users.'*

### **93/23 SPEED INDICATOR DEVICE**

It was agreed to put on hold the purchase and administration of a speed indicator device whilst discussions with County Highways take place on other options relating to speeding vehicles through the village.

The Clerk reported that disappointingly East Chinnock and East Coker Parish Councils had advised they will not be partnering with Odcombe on the joint funding of a speed indicator device.

## **94/23 REPORTS FROM WORKING PARTIES AND OUTSIDE BODIES**

Environmental Working Party – Nothing to report.

Recreational Area Working Party – Correspondence has been received from the Village Hall committee regarding the proposed upgrade of the electrical supply to the hall. The Council asked the Clerk to arrange an urgent meeting with representatives from the Village Hall committee to discuss and agree on cable routing.

Following the annual play area inspection report, a forward action plan was presented to Council. A number of nil cost actions on the plan have been passed onto the grounds maintenance contractor for progressing. It was **RESOLVED to APPROVE** expenditure up to £600.00 labour plus materials to close out a second group of actions, mainly painting of play area equipment. Quotations for more expensive items to be sourced. Council noted that the report did not highlight any significant risk areas.

Communication Working Party – Nothing to report.

Car Park Working Party – covered in minute 91/23.

Planning Working Party – covered in minute 96/23.

Finance Working Party – Meeting of the working party held 18<sup>th</sup> August 2023, no issues to report to Council.

Local Community Network (LCN) – Cllr. Peters reported back from the 1<sup>st</sup> LCN meeting, which was very much an introductory session, no firm proposals were agreed.

Village Hall Liaison Representative – Nothing to report.

## **95/23 CRIME, DISORDER AND COMMUNITY SAFETY**

Nothing to report.

## **96/23 PLANNING**

Council noted the current position regarding planning applications:

### **Applications Approved In Month**

23/01348/DOC1 - Discharge of Condition No. 3 (Materials) of Planning Application 16/00149/FUL, Little Orchard Church Terrace Higher Odcombe Yeovil Somerset BA22 8UQ. Conditions discharged.

### **Applications Awaiting Decision**

23/00685/COL - Application for a Lawful Development Certificate for an Existing Use; confirmation of Use Class of building as a single private dwellinghouse. Church View Chapel Hill Odcombe Yeovil Somerset BA22 8UH.

### **New Applications in Month**

None

## **97/23 CORRESPONDENCE**

No correspondence requiring a Council decision was tabled.

## **98/23 GROUNDS MAINTENANCE TASKS**

It was requested that the contractor be asked to clear vegetation around the finger post located at the junction of Old Road and Lower Odcombe.

**99/23 MATTERS ARISING FROM CLERK'S REPORT**

Council noted the Clerks report issued to Members on 15<sup>th</sup> August 2023.

**100/23 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING**

CCTV at and around the Village Hall.

**101/23 DATE AND TIME OF NEXT MEETING**

The next meeting of council will take place at 7.30 p.m. on Monday 18<sup>th</sup> September 2023.

DRAFT