

Odcombe



Parish Council

77 West Street, Stoke-sub-Hamdon, TA14 6QL

MINUTES OF THE MEETING OF ODCOMBE PARISH COUNCIL HELD ON MONDAY 15th APRIL 2024 AT THE VILLAGE HALL, ODCOMBE (7.00pm to 8.45pm)

Note: The meeting was paused between 7:30pm and 7:40pm to allow for the Annual Parish meeting.

PRESENT:

Cllr D Rennie (acting Chair)
Cllr F Cumming
Cllr C Francis
Cllr R Parr
Cllr R West
Cllr B Duffy
Cllr K Perry
County Councillor Hewitson (part-time)
Mr T M Heath (clerk)

01/24 TO RECEIVE ANY APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Peters.

02/24 DECLARATIONS OF INTEREST IN AGENDA ITEMS

None raised.

03/24 MINUTES OF THE MEETINGS

It was **RESOLVED to APPROVE** the minutes of the Council meeting held on 18th March 2024.

04/24 PUBLIC SESSION

No members of the public present.

05/24 MATTERS ARISING FROM PREVIOUS MEETING

(a) Following correspondence with Somerset Council, members **UNANIMOUSLY AGREED** to sign a 'landlord and tenant' document submitted by Odcombe football club. Council actioned the Clerk to inform the football club of associated conditions:

1. Council to be provided with a copy of any grant application documentation.
2. If the football club are successful with their application, Council are to be informed of any planned works on the pitch area, so that an impact assessment can be undertaken. No works by a third party shall be undertaken on the pitch area without authority from the Parish Council.

(b) Council **APPROVED** a cost of £25.00 to re-print the Village Map.

(c) Cllr. Parr informed Council that the action to obtain indicative costs for hedge laying the hedge on Chapel Hill, adjacent to the recreation ground is ongoing.

- (d) The Clerk presented indicative costs for renovating the BMX track surface with either tarmac or concrete. Council agreed that without an external funding contribution the cost would be prohibitive. Therefore, the Clerk was actioned to obtain an indicative cost for scraping off the grass area, slight re-shape, and re-dress of the surface.
- (e) Council **APPROVED** moving to the detailed design stage for the car park line marking project. Members noted with thanks the decision taken by the Village Hall committee to financially contribute to the project. Cllr. Duffy agreed to draw up a design layout and present back to Council for endorsement.

06/24 REPORTS FROM WORKING PARTIES AND OUTSIDE BODIES

Environmental Working Party – No report provided.

Recreational Area Working Party – Members agreed to add three additional tasks to the play area action list.

1. **Moss on base around climbing frame and swing** – Members **AGREED** to task the Ranger to remove.
2. **Bearing on roundabout requires checking** – Obtain quote from Play UK Playgrounds Limited to undertake an inspection, report and repair, Council **APPROVED** expenditure up to £500.00 for this matter.
3. **Rubber grommets on Roundabout missing** – Council **AGREED** to source and replace.

Communication Working Party – No report given.

Car Park Working Party – Matters discussed under min. 05/24

Planning Working Party –

Council noted the position of planning applications:

1. Notification of intent to fell two trees within a Conservation Area, Wits End, Lower Odcombe, Yeovil, Somerset, BA22 8TY, **application permitted.**
2. Replace the kitchen door with new fire door. Style to match existing, Odcombe Lodge Yeovil Road Montacute Yeovil Somerset BA22 8TN, **application approved.**
3. Notification of intent to fell one tree and carry out tree surgery works to one tree within a Conservation Area, Aechi, 1 Coathays, Lower Odcombe, Yeovil, Somerset BA22 8TX, **awaiting a decision.**

Council undertook a review of a new planning application:

1. 1.5 Storey Side and Rear Roof Extension, Donne House, Donne Lane, Lower Odcombe, Yeovil, Somerset, BA22 8TY. Council **AGREED to SUPPORT** the application and to write to Somerset Council planning department accordingly.

Finance Working Party – The working party met on 12th April 2024, no issues were raised to Council.

Local Community Network (LCN) – No report given.

Asset and Service Devolution Working Party – The Clerk confirmed he had written to Somerset Council to express the Parish Councils interest in the 2025/2026 Highways steward scheme.

Village Hall Representative – Cllr. Cumming provided feedback from the recent Village Hall Committee meeting.

07/24 COUNCIL INSURANCE RENEWAL

It was **RESOLVED to APPROVE** the insurance renewal with Zurich at a cost of £553.51. Members noted this represented an increase of 6% from the current year.

08/24 FINANCE

It was **RESOLVED to APPROVE** the bank reconciliation statement dated 31st March 2024.

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

£30.19	Mr T M Heath	Expenses
£0.83	Mr T M Heath	HMRC PAYE payment
£25.00	Village Hall	Meeting costs
£25.00	SALC	Councillor Training
£553.51	Zurich Insurance	Insurance cover
£7.50	Tesco	Clerks Phone
£475.97	Mr T Heath	Democratic Services
£9.51	Npower	Electricity costs

Members **NOTED** receipt of £15.51, interest from NatWest and £279.54, quarterly interest from Unity Trust Bank savings account.

Council **NOTED** the quarterly (end of year) financial monitoring statement, no questions were raised.

09/24 SINAGE

It was **RESOLVED to APPROVE** expenditure of up to £300.00 for five new signs to be located at the recreation ground. The Clerk was requested to obtain a quotation for additional pictorial signs and report back to Council at the next meeting.

10/24 RANGER TASKS

Council **AGREED** to add the removal of moss from the base of the climbing frame and swing to the list of tasks for the Ranger.

11/24 CRIME, DISORDER AND COMMUNITY SAFETY

Ongoing issues with vehicle parking within the village was raised. The Clerk to write to the PCSO requesting her attendance at the next meeting to discuss possible options.

12/24 HIGHWAY MATTERS

The Clerk reported he had written to residents regarding vegetation along Shady Alley Lane that requires cutting back. Council requested County Councillor Hewitson to assist with three separate highways related matters, flooding along Camp Road, removal of a tree stump along Donne Lane and to facilitate a telephone call between the Clerk and Traffic Highways.

13/24 CORRESPONDENCE

Council **APPROVED** the request from the Village Hall to use the recreational ground for the annual flower show and fete on 10th August 2024.

14/24 MATTERS ARISING FROM CLERK'S REPORT

Members **NOTED** the Clerks report dated 8th April 2024.

15/24 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING

Election of Chair and Vice Chair.

16/24 DATE AND TIME OF NEXT MEETING

The next meeting of council is planned for Monday 20th May 2024 starting at 7:00pm.

.....Meeting Chair
20th May 2024

DRAFT