

Odcombe



Parish Council

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

MINUTES OF THE MEETING OF ODCOMBE PARISH COUNCIL HELD ON MONDAY 17th JUNE 2024 AT THE VILLAGE HALL, ODCOMBE (7.00pm to 8.50pm)

PRESENT:

Cllr D Peters (Chair)
Cllr D Rennie
Cllr F Cumming
Cllr R Parr
Cllr R West
Cllr B Duffy
Cllr K Perry
Cllr J Ashton
Cllr C Francis
Mr T M Heath (Clerk)

46/24 TO RECEIVE ANY APOLOGIES FOR ABSENCE

All Councillors present, no apologies received.

47/24 DECLARATIONS OF INTEREST IN AGENDA ITEMS

No declarations of interest in agenda items were raised.

48/24 APPROVAL OF MINUTES

It was **RESOLVED to APPROVE** the minutes of the meeting held on 20th May 2024, which were duly signed by the Chair.

49/24 PUBLIC SESSION

Nothing raised.

50/24 CRIME, DISORDER AND COMMUNITY SAFETY

(a) Report from the PCSO

The PCSO gave a brief verbal report on issues in the immediate area with a number of parking related matters reported by Odcombe residents during the last month.

(b) No additional issues were discussed.

51/24 REPAIR TO PLAY AREA ROUNDABOUT

Following a proposal from Cllr Rennie, seconded by Cllr Peters, agreed by all, it was **RESOLVED to APPROVE** the repair to the Spirowhirl Roundabout at a cost of £556.00 plus VAT. In agreeing to the expenditure, the Council **APPROVED** the transfer of funds from the general reserve line to the play area inspection and maintenance line of the 2024/2025 budget, see Appendix A.

Council authorised the expenditure under its 'power to provide a wide range of recreational facilities,' Local Government (Miscellaneous Provisions) Act 1976, section 19 refers.

52/24 LINE MARKING OF CAR PARK

Council considered the two quotations received for line marking of the car park and the concerns raised by the potential contractors regarding the anticipated quality of the finished product and the associated life expectancy/through life costs.

Council **AGREED** that before any formal decision could be made on progressing the works, further information is required. This included, (i) against the quotations received, establishing the type of material to be used, (ii) would the potential contractors be willing to undertake line marking of a section of the car park as a trial and (iii) obtaining a third quotation against the agreed plan.

Council **NOTED** the recommendations of the potential contractors to undertake professional sweeping prior to line marking. However, concerns were expressed as to whether this may cause further damage to the surface.

53/24 FINANCE

(a) The bank reconciliation statement as of 31st May 2024 was **APPROVED**.

(b) A list of payments, detailed below were **APPROVED**.

£17.39	Mr T M Heath	Expenses
£535.00	Premier Landscaping	Grounds Maintenance
£8.09	Tesco	Clerks Phone
£475.97	Mr T Heath	Democratic Services
£4.80	Npower	Electricity costs
£14.02	Npower	electricity costs
£35.00	ICO	Subscription
£356.80	HMRC	PAYE

Council **NOTED** receipt of £28.64 interest.

54/24 REPORTS FROM WORKING PARTIES AND OUTSIDE BODIES

- (a) Environmental Working Party – Nothing reported or discussed.
- (b) Recreational Area Working Party - Nothing reported or discussed.
- (c) Communication Working Party – Cllr. Peters informed the Council that he will be submitting an article for inclusion in the next issue of the Village Hall newsletter. The Clerk reported a large number of positive comments have been received regarding the refurbished village map.
- (d) Car Park Working Party - Nothing reported or discussed.
- (e) Planning Working Party - One application has been approved, with conditions; 1.5 Storey Side and Rear Roof Extension, Donne House Donne Lane Lower Odcombe Yeovil Somerset BA22 8TY. One notification has been received; Notification of intent to carry out Tree Surgery Works to No. 2 Trees within a Conservation Area. 32B Lower Odcombe Lower Odcombe Yeovil Somerset BA22 8TX.
- (f) Finance Working Party – Met 17th June 2024, no issues raised.
- (g) Local Community Network - Nothing reported or discussed.
- (h) Asset and Service Devolution Working Party - Nothing reported or discussed.
- (i) Village Hall Representative – Cllr Cumming reported that the hall has identified the location of where the King's portrait will hang.

55/24 RANGER TASKS

Council **AGREED** a list of prioritised tasks for the Ranger as detailed below:

- Orchard Path
- Montacute Road visibility splay (extend area already cut)
- Strim around Church wall
- Extend visibility splay, car park entrance to end of recreation ground
- Edging and weeding of car park
- Removal of moss from base of play equipment
- Cleaning of the pavement that runs along the south side of New Road between the Yeovil bound bus stop and Lower Odcombe at Petersons corner

The Clerk reported to date five 'category A' cuts have been completed since 1st April 2024.

Cllr. Cumming raised the point that the path edges leading to Rex Road require strimming. The Clerk to arrange.

56/24 HIGHWAY MATTERS

The Council **NOTED** the unhelpful and disappointing response from its County Councillor regarding its request to seek improvements for early engagement with the Parish Council during the planning process for road closures that may significantly impact the residents of Odcombe.

57/24 CORRESPONDENCE

Members **NOTED** the correspondence from a member of the public regarding weeds appearing through the newly laid car park surface. Cllr Duffy informed the Council that the contractor is due to visit site and put right the issue.

58/24 RISK MANAGEMENT POLICY

It was **RESOLVED to ADOPT** the presented risk management policy which will be available for viewing on the Council's website. The Clerk informed the meeting the next review of the Council's risk register is scheduled for the July 2024 meeting.

59/24 DATA PROTECTION POLICY

It was **RESOLVED to ADOPT** the presented data protection policy which will be available for viewing on the Council's website.

60/24 MATTERS ARISING FROM THE CLERK'S REPORT

Members discussed feedback from a neighbouring Parish Council regarding the cost, timescales, process, and benefits of investing in a neighbourhood plan. It was **AGREED** not to pursue a plan for Odcombe at this stage.

The Clerk reported that the landowner of the plot that runs along Chapel Hill had written to the Council to confirm that vegetation along the edge of the road and along Orchard Path will be cut back. A quote for cutting back vegetation on the recreational ground side of Chapel Hill was presented. Council requested the Clerk obtain two additional quotes for the work.

Council requested the Clerk to undertake further research in the market for savings accounts and make recommendations at the July 2024 meeting.

61/24 ITEMS OF INTEREST AND AGENDA ITEMS FOR THE NEXT MEETING

No specific items were requested.

62/24 DATE AND TIME OF NEXT MEETING

The next meeting of council is planned for Monday 15th July 2024 starting at 7:00pm.

APPENDIX A – Amended budget for 2024/2025

Income	
Description	24/25 Budget £
Precept	22793
Interest	1000
VAT Reclaim	3500
Football Fees	170
Total	27463

Expenditure	
Description	24/25 Budget £
Clerk Salary and PAYE	7300
Auditor	240
Clerks Milage	230
Office Expenses	900
Insurance	600
Subscriptions	450
Meeting Costs	100
Training	100
Chairmans Fund	75
Grants	2000
Play Inspections and Maintenance	917
Grounds & Village Maintenance	11500
Electricity	250
TRO	0
Hamstone	0
Solar Lighting	0
Undistributed Budget	0
Purchase of Equipment	2000
Car Park Refurbishment	10344
Total	37006
General Reserves	8033
Earmarked Reserves	37000

.....Meeting Chair

15th July 2024