

**ODCOMBE PARISH COUNCIL**  
**102 Monks Dale, Yeovil, BA21 3JH**

**MINUTES OF THE MEETING OF ODCOMBE PARISH COUNCIL HELD ON MONDAY, 6<sup>TH</sup> JULY 2020  
ONLINE AT ZOOM.US. (19.30 P.M. – 21.13 P.M.)**

**PRESENT:**

Mrs D Rennie (Chairman)  
Miss F Cumming  
Mr R Parr  
Mr K Perry  
Mr R West

Mr P Cooper (Vice-Chairman)  
Mr C Francis  
Mr D Peters  
Mrs J Tasker

Mrs E James  
District Councillor N Clark

1 member of the public  
District Councillor G Seaton

**OPEN SESSION FOR BRYMPTON PARISHIONERS**

No concerns raised.

**REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

Reports from County Councillor Keating and District Councillor Clark were circulated electronically and NOTED. District Councillor Seaton gave an update on the activities of the District Council and thanked all who were helping others during the pandemic.

**1/20 ELECTION OF CHAIRMAN**

It was RESOLVED to elect Mrs Rennie as Chairman for the forthcoming municipal year.

**2/20 ELECTION OF VICE-CHAIRMAN**

It was RESOLVED to elect Mr Cooper as Vice-Chairman for the forthcoming municipal year.

**3/20 TO RECEIVE ANY APOLOGIES FOR ABSENCE**

None

**4/20. TO RECEIVE ANY DECLARATIONS OF INTEREST**

Mr Parr declared a personal interest in items concerning the District Council, as an employee of South Somerset District Council.

**5/20. REMOTE ATTENDANCE AT MEETINGS - STANDING ORDER**

Members RESOLVED to APPROVE a Standing Order for remote attendance at meetings.

**6/20 MINUTES OF THE MEETINGS HELD ON 16<sup>th</sup> and 21<sup>ST</sup> MARCH 2020**

It was RESOLVED to APPROVE the minutes of the meetings held on 16<sup>th</sup> and 21<sup>st</sup> March 2020.

**7/20 CONTINUITY OF COUNCIL BUSINESS**

Further to min. no. 232/19 (a), (b), (c), (d) and (e), it was NOTED that the delegation agreement ceased from this meeting.

## **8/20 ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES, COMMITTEE & WORKING PARTIES**

(a) It was RESOLVED that representatives to outside bodies, committee and working parties would remain as for the municipal year 2019-2020.

(b) It was RESOLVED that the Chairman and Vice-Chairman be appointed to a General Working Party to consider various items and report back to Council at a later date.

## **9/20 CHAIRMAN'S ALLOWANCE**

It was RESOLVED that the sum of £75, as budgeted, be the amount of the Chairman's allowance for 2020-2021, in pursuance of Section 15(5) of LGA 1972.

## **10/20 CRIME, DISORDER AND COMMUNITY SAFETY**

No reports of any concerns had been received and no concerns were raised.

## **11/20 REPORTS FROM COUNCILLORS WHO ARE ELECTED REPRESENTATIVES ON OUTSIDE BODIES OR MEMBERS OF WORKING PARTIES**

None.

## **12/20 ANNUAL GOVERNANCE AND ACCOUNTABILITY 2019- 2020 – CERTIFICATE OF EXEMPTION**

It was NOTED that the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2020. ((Income = £2140 and Expenditure = £20865).

It was NOTED that:

The authority has been in existence since before 1st April 2016.

In relation to the preceding financial year (2018/19), the external auditor had not:

- issued a public interest report in respect of the authority or any entity connected with it
- made a statutory recommendation to the authority, relating to the authority or any entity connected with it
- issued an advisory notice under paragraph 1(1) of Schedule 8 to the Audit and Accountability Act 2014 ("the Act"), and had not withdrawn the notice
- commenced judicial review proceedings under section 31(1) of the Act
- made an application under section 28(1) of the Act for a declaration that an item of account was unlawful, and the application had not been withdrawn nor had the court refused to make the declaration
- The court had not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act

Having complied with the above requirements, it was RESOLVED to certify that the Parish Council is exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

## **13/20 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2020 - SECTION 1, ANNUAL GOVERNANCE STATEMENT 2016/17**

Members considered the statement and questions from the annual governance statement, and RESOLVED to answer yes to each question, other than the final question which was not applicable.

## **14/20 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 20120 - SECTION 2, ACCOUNTING STATEMENTS**

It was RESOLVED to approve the Accounting Statement 2019 and the explanation of variances.

## **15/20 PLANNING**

### **(a) DECISIONS ON APPLICATIONS**

Members NOTED the APPROVAL, with conditions, of the following applications:

**19/03427/FUL** - The erection of an agricultural building for use as a grain store - **Pye Corner Farm, Camp Road, Higher Odcombe, BA22 8XD**

**20/00577/HOU** - Erection of single-storey rear and two-storey side extensions with internal alterations to dwelling house and alterations to driveway.

**18 BROADWAY HIGHER ODCOMBE YEOVIL BA22 8XF**

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

There were no applications for consideration.

### **(c) ANY PLANNING MATTER TO BRING TO THE ATTENTION OF THE DISTRICT COUNCIL**

(i) Members NOTED the adoption of the SSSDC Planning Enforcement Protocol and changes to the planning function as circulated to Councillors on 22<sup>nd</sup> June 2020.

(ii) Any other matter arising – none.

## **16/20 HIGHWAY MATTERS**

(a) Odcombe to East Chinnock – it was NOTED that the road is closed due to a sinkhole and that a works order had been given for the repair.

(b) Concerns have been raised regarding the number of parked vehicles at Donne Lane Head.

(c) Footpath closure – it was NOTED that very few public rights of evidence forms had been received.

(d) It was noted that no update had been given on the missing road hump.

## **17/20 REQUEST FOR CONSIDERATION OF A TRAFFIC REGULATION ORDER**

It was NOTED that concerns had been raised by a local resident regarding the speed of traffic at Lower Odcombe, particularly since the pandemic. It was considered that there had been an increase in the number of delivery vans, pedestrians and horse riders. The resident has asked whether a 20mph limit could be imposed. Comparisons had been made with Montacute and Luffton who have 20 mph speed limits, but it was NOTED that primary schools were in both locations. It was NOTED that should the Parish Council support this proposal, then County Councillor Keating could raise the matter with County Highways.

**It was RESOLVED to close the meeting for public debate at 20.08 p.m.**

The resident addressed the meeting and answered questions.

**It was RESOLVED to re-open the meeting at 20.28 p.m.**

Discussion took place on the request. It was AGREED to request that the Parish Ranger be asked to cut back vegetation around the 30mph signs within the village where necessary. It was appreciated that much data would need to be provided to support the case for a

Traffic Regulation Order, possibly by hiring a speed indicator device, restarting Speed Watch and public consultation.

Following further discussion, it was AGREED to request a 20 mph speed limit for all roads leading to the village, including Lower Odcombe.

#### **18/20 CORRESPONDENCE**

**(a) NALC** – Model Code of Conduct – members were asked to provide comments to the Clerk to enable a draft response to be brought to the next meeting for approval.

**(b) Proposals for a Single Unitary Authority** – from Mr D Fothergill, Leader of the County Council – NOTED.

**(c) Local Government Re-organisation** – Members were asked to consider a report commissioned by SALC and SLCC. Members were asked to comment on this report to enable a response to be sent.

**(d) Somerset Waste Partnerships** – newsletters – NOTED.

**(e) Coronavirus** – Councillors had been sent briefing reports regularly since March 2020, as received from the County Council, District Council and NALC.

**(f) Local Council meetings** – members NOTED advice received from SSDC, NALC and SALC regarding the continuation virtual of public meetings

**(g) Walking and Cycling Manifesto for Somerset: final 'consensus' version**

*It was AGREED not to support this manifesto as money received from S.106 agreements should not be used for this purpose.*

#### **19/20 CLERK'S REPORT**

(a) Members NOTED that the Play Day proposed for 12<sup>th</sup> August has been cancelled.

(b) Further to min. no. 219/19 (Advertising Boards on Council land), at the meeting held on 16<sup>th</sup> March it was agreed that advertisements for forthcoming events could be placed on site, subject to conditions, being no more than 2 days in advance of an event and being securely sited. It was NOTED that a reasonably small advertising board for the Holy Cow Milk Shed had been placed on the grass without permission. It was AGREED that no action be taken unless a complaint is received.

(c) Parish Ranger scheme – Further to min. no. 221/19 of 16<sup>th</sup> March it was NOTED that no breakdown of the price increase had been given. From February meeting when I notified you of the price increases. Further information was awaited.

(d) Odcombe Football Club – it was NOTED that the Club is unhappy with the condition of the pitch. It was AGREED to place this on the next agenda as pitch owners can apply for a Pitch Improvement Programme at a cost of £150.

#### **20/20 RECREATION GROUND**

##### **(a) RE-OPENING OF THE PLAY AREA**

Although the Government advised that play areas could be opened from 4<sup>th</sup> July, the guidelines to be adhered to are onerous and at the present time they are not considered practicable. The Council's insurers also advised that the Council must comply with the government guidelines at this time. Members AGREED that the play area should remain closed at this time and only re-opened once the guidelines are manageable.

##### **(b) OAK TREE OUTSIDE OF THE BOUNDARY OF THE RECREATION GROUND**

Further to min. no. 202/19 of 17<sup>th</sup> February, investigation had been continuing as to the responsibility for the oak tree outside of the boundary of the recreation ground. Members were aware that the land was unregistered and had agreed to seek a quotation for the work required on the recreation ground side, and to advise County Highways of the proposals, which might affect the stability of the bank. However, it was found that this is

not highways land and they have no responsibility in this regard. The Parish Council has third party liability insurance should a landowner come forward at a later date.

Two quotations for the work required had been received and it was RESOLVED to seek a further quotation based on carrying out work to the overhanging limb over the playing field only.

**21/20 COMMUNITY GRANT OPPORTUNITIES FROM SOUTH SOMERSET DISTRICT COUNCIL FOR ENVIRONMENTAL PROJECTS**

It was RESOLVED to defer this item to the next meeting.

**22/20 APPOINTMENT OF INTERNAL AUDITOR**

It was RESOLVED to re-appoint Mrs Meecham, the current Internal Auditor for the Parish Council for 2020-2021, for a fee of £85, with the work to be carried out to be in accordance with the programme used in previous years.

**23/20 FINANCE**

(a) Data Protection - Members NOTED that the data protection fee of £35, payable under the Data Protection (Charges and Information) Regulations 2018 had been paid by direct debit.

(b) It was RESOLVED to approve the bank reconciliation statements as at 30<sup>th</sup> March, April and May 2020.

(c) Members NOTED the total amount of interest, paid on 30<sup>th</sup> March, April and May 2020, in the sum of £16.51.

(d) Members NOTED the receipt of the precept, in the sum of £20,000 and the receipt of £1,000 from SSDC, being the grant for the environmental improvements to the recreation ground earlier this year.

(e) Members RESOLVED to approve an invoice for grounds maintenance and to pay the parish ranger costs which were now due.

**24/20 QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE MEETING.**

It was NOTED that the sign on the defibrillator cabinet needed attention.

It was NOTED that a request for financial assistance would be an agenda item for the next meeting.

**25/20 DATE OF NEXT MEETING**

It was AGREED that the next meeting should take place on the 20<sup>th</sup> July 2020.

..... (Chairman)  
20<sup>th</sup> July 2020