

# WEST CAMEL PARISH COUNCIL

Minutes of the West Camel Parish Council Meeting held on Thursday 3<sup>rd</sup> November 2011 at 7:30 pm in the Committee Room of the Davis Hall.

**Present:** Chairman **Paul Heathcote (PH)**  
Councillors **Jill Hogben (JH)** **Mary Gamble (MG)**  
**Geoff Chapman (GC)** **Peter Agland (PA)**  
**Jenny Down (JD)** **Mandy Woolley (MW)**

Clerk **Les Stevens (LS)**

County Councillor **Bob Little (BL)** PCSO **Jan Sparkes (JS)**

**Apologies:** District Councillor **Mike Lewis (ML)** PCSO **Thelma Mead (TM)**

Members of the public – 1

An interim strategy meeting took place before the main meeting (18:45 – 19:30); the output of which will be produced as a West Camel Parish Council Mission Statement.

**1143 Electors / Public Questions** – There were no questions.

**1144 Apologies for Absence** – had been received from Mike Lewis and Thelma Mead.

**1145 Minutes of the Council Meeting held on 1<sup>st</sup> September 2011 to be agreed and signed.**  
The minutes were agreed by all councillors present and signed by PH.

**1146 Matters of Report arising from the previous meeting minutes (not on the agenda) –**

1048a Refurbishment on West Camel sign – sign refurbished awaiting re-erection - **ongoing**

1112d LS to select suitable sites for salt / grit bins – **completed.**

1137 I SALC AGM PA attended and feedback report circulated – **Comp.**

1137 j Purchase of Lap Top Computer for Clerk – **Comp.**

1139 Visit sites to check conformance to planning conditions – **Comp/Ongoing.**

**1147 Declaration of Interest** – There were no declarations of interest.

**1148 Standing Items of Business**

**a. PCSO Report on Local Crime** – PCSO Jan Sparkes on behalf of PCSO Thelma Mead reported that there had been 7 calls to the Force Service Centre between 7<sup>th</sup> Oct and 3<sup>rd</sup> Nov for West Camel, consisting of -

Suspicious/wanted 1 Contact 1	Traffic (A303) 2 Theft 1	Missing persons 1	Burglary 1
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JS was asked to pass on to TM a request for an update on Camway house and the Parking issue outside the Bakery on the A303; updates to be emailed to LS. **AP JS/TM.**

Reports of beer cans and wine bottles being regularly dumped in local laybys had been raised at the recent village clean-up and JS was asked if patrols could look at these sites. **AP JS/TM.**

**b. Playing Field –**

- i. Sports Funding – potential resurface tennis court / new goal posts – PH to resend voting link to all Councillors – **AP PH.**
- ii. Quarterly Inspection – SSDC will charge for this free service. LS to check requirements of PC Insurance policy and report back. **AP LS.**

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## c. Flood Management –

- i. Flood Plan – PH to chase Marylyn Upton (Flood Warden) – **ongoing with PH.**
- ii. Weed growth in river – Parsonage Road area cleared but Frog Lane untouched - PH to chase the Environment Agency – **AP PH**
- iii. Flood prevention works completion certificates. **AP ongoing with PH.**

## d. Parish Contingency / Emergency Plan –

- i. Large Scale Evacuation Planning – JD reported that Davis Hall committee whilst ready to offer help when required declined to enter a formal registration scheme – no further action required.

## 1149 Correspondence / Other matters requiring action

- a. SSDC e-Consultations – There are no current consultations.
- b. Request for Salt / Grit bin on Steart Hill – deferred to next meeting – **AP LS to agenda.**
- c. Purchase of additional grit to supplement SCC provision – deferred to Jan Meeting – **AP LS.**
- d. Queen's Diamond Jubilee – MG to discuss further with the Davis Hall Committee and report back at Jan meeting. **AP MG.**
- e. SCC Chairman's Award for Service – MG gave a brief report on the award evening at Taunton Rugby Club and read out a letter of thanks from Mary Gordon. BL offered to obtain a copy of the award photo and send to LS. **AP BL.**
- f. Nat west Funding offer – covered under 1148 b i.
- g. Personnel Committee Update – JH gave a brief update of the appraisal meeting with LS held on 8<sup>th</sup> Sept. Agreed to be most useful. Available hours seen as an issue and JH proposed an increase to 18.25 / month (as previous Clerk), seconded MW, agreed all.
- h. SSDC Area East AGM update – unfortunately due to personal commitments JH and MG were unable to attend. PH asked LS to obtain output from meeting. **AP LS**
- i. Frog Lane HGVs – after discussion it was agreed that PH/GC would investigate existing signage and discuss with Tract Harris SCC Highways Superintendent.
- j. Footpaths – PA reported that he has now walked all the footpaths in the Parish except two which appear to have 'disappeared'. He has reported some defects to SCC and cut back growth at stiles as necessary. PH thanked PA for his efforts.
- k. Noticeboard in Southmead – MW mentioned a possible location which transpired to be owned by JD (no objection). Discussion around cost of new NB at £250+. Deferred to Jan Meeting.
- l. Bench Repairs – LS reported that two benches are in need of repair and could be added to a quarterly working party list. **AP - PA** to maintain list. **LS** to add to budget for discussion at Jan meeting.
- m. SALC Area East meeting 5<sup>th</sup> Dec @ Donyatt VH. **AP PH to attend if available or GC if not.**
- n. Parish Bulb Planting – SSDC are offering daffodil bulbs to plant – **AP PA/LS to lead.**

## 1150 Clerk / Responsible Financial Officer Report

### a. Financial Review –

- I. Review Financial Position – LS passed out copies of the latest budget showing spend to date and projected 2011/12 outturn.
- II. SSDC have sent out 2012/13 Precept paperwork and require a response by 31<sup>st</sup> Jan 2012. The Council reviewed a draft budget prepared by LS which suggested a substantial increase in the precept (in % terms) would be required to meet potential expenditure. **AP All Councillors to review before next meeting on Jan 5<sup>th</sup>.**
- III. Volunteer to perform quarterly interim audit – **MG offered to carry out this audit.**

### b. Cheque Signing – LS distributed copies of the Schedule of Payments for Sep - Oct which totalled £1543.06. This includes £470 from 2010/11 for hedge trimming around the playing field, £456.72 for purchase of a lap top and software and £280 for CILCA training.

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**1151 Planning Applications** – There were no new applications.

11/0223/FUL – (Revised Plans) Erection of an agricultural building and revised environmental bund at Steart Hill Farm – Mr N Hopkins. **Update** – awaiting response to SSDC from applicant regarding terms of existing planning consent. PH thanked BL for his support with this case.

11/03098/FUL – Replacement of a Garden Shed with larger wooden building/summerhouse at Cam Bridge Cottage – Mr Graham Ford. **Update – approved (with conditions) by SSDC.**

11/02977/FUL & 11/02978/FUL (listed building)– Erection of a two storey extension to rear of dwelling house at Downlands Back Street for Mr & Mrs G Ableson. Concerns were discussed concerning an earlier application. **Update – approved (with conditions) by SSDC.**

**1152 Matters of Report / Future Business**

**a. Other Matters of Report –**

- I. SCC Draft Countywide Parking Strategy – no action.
- II. SCC Highways Policy on footpath repair – no action.
- III. JH reported that she had received unsolicited email contact through the contact details published on the WCPC Web site. PH offered to intercede if required.

**b. Matters of Future Business**

- I. MW suggested that a mirror sited on the sign post at the junction of Howell Hill and Fore Street would make turning right into Fore St. much safer. **AP LS to add to precept discussion at Jan meeting.**
- II. MW reported a leaking drain cover in corner of Southmead / South Street. PH believes this belongs to South Street Farm and MW was asked to approach the owners. Pass to PH if unresolved. **AP MW.**

**1153 Date of next meeting** – Thursday 5<sup>th</sup> January.

**1154 – The meeting closed at 21:50.**