

PRIDDY PARISH COUNCIL

Minutes of the Parish Council Meeting
held at in the Village Hall at 7:30pm on Wednesday 18th May, 2016

Present: Cllrs Kate Greet (Chairman), Tina Bath, Alan Butcher, Judith Coles,
Chris Dyke, Robin Maine, Barry Wilkinson

In attendance: William Newton Newey (Clerk)
Four Members of the Public

PPC16/071 **Apologies for absence**

There were no apologies for absence.

PPC16/072 **Declarations of Interest**

Members are required to act in accordance with the Priddy Parish Council Code of Conduct dated 1st August 2012 (clauses 10 – 14) where a matter arises at the meeting in which he/she has a disclosable pecuniary interest or other interest as detailed in the Code. Unless a dispensation has been granted the member shall not participate in the discussion or vote on the matter or shall withdraw from the meeting as required by the Code.

Cllr Dyke in respect of item 82a

Cllr Butcher in respect of item 88c

Cllr Greet in respect of 88d

PPC16/073 **Election of Chairman for 2016 – 2017**

Cllr Greet was proposed by Cllr Maine and seconded by Cllr Dyke. Cllr Butcher was proposed by Cllr Bath but was not seconded.

Cllr Greet was elected Chairman.

PPC16/074 **Election of Vice-Chairman for 2016 – 2017**

Cllr Wilkinson was proposed by Cllr Dyke and seconded by Cllr Maine.

Cllr Wilkinson was elected Vice-Chairman.

PPC16/075 **Confirmation of Proper Officer**

The Clerk was confirmed as the Proper Officer.

PPC16/076 **Confirmation of Responsible Financial Officer (RFO)**

The Clerk was confirmed as the Responsible Financial Officer.

PPC16/077 **Appointment of Internal Auditor**

The Clerk stated that Mrs Pam Lloyd was willing to act as internal Auditor for the 2016 – 2017 financial year.

Mrs Lloyd was appointed as Internal Auditor.

PPC16/078 **Appointment of Parish Council Committees and Confirmation of Terms of Reference**

a) **Finance Committee**

It was confirmed that the all councillors would continue to be members of the Finance Committee. The Terms of Reference of the Committee were also agreed without alteration.

b) **PARC Committee**

The councillors serving as members of the Parish Amenities, Roads and Countryside Committee were confirmed as Cllr Coles, Cllr Maine, Cllr Bath and Cllr Greet (as Chairman of the Council). The Terms of Reference of the Committee were also agreed without alteration.

It was noted that one additional member from the community was being sought.

c) **Sheep Fair Committee**

It was noted that no volunteers had come forward to join a Sheep Fair Committee and that no referendum had been held as no interest in the Sheep Fair had been expressed in response to the Parish Newsletter.

No appointments were made to the Sheep Fair Committee and it was resolved that the dissolution of the Sheep Fair Committee and disbursement of funds held should be discussed at the next Council meeting.

Cllr Butcher remained the Clerk / Treasurer of the Sheep Fair.

Cllr Bath queried the existence of the Charity Trust but it was stated that this was a separate body.

The Sheep Fair Revenues Advisory Committee was also discussed but as there would be no further income, it was agreed that this body should not be reconstituted.

PPC16/079 **Appointment of Representatives to Outside Bodies**

a) **Village Hall Committee**

Cllr Dyke was appointed as the Council's representative on the Village Hall Committee.

PPC16/080 **Public Forum**

No matters were raised by the members of the public.

PPC16/081 **Acceptance of the Minutes of Previous Meetings**

With the correction of the location of the meeting to "Village Hall", the minutes of the Council Meeting held on 6th April, 2016 were signed as a true and correct record of proceedings

PPC16/82 **Clerk's Report and Continuing Business from Previous Meetings**

a) **Land Registration and Greenhill Cottage**

The Clerk reported that a draft letter had been prepared and that the matter was progressing.

WNN

b) **Mendip Farmers' Hunt**

The Clerk reported that had heard from Mr Tim Pullen, Chairman of the Hunt. **The Clerk was requested to arrange a meeting between Mr Pullen and Cllrs Bath, Coles and Dyke for a Monday afternoon at 4:00pm**

WNN

c) **Kerbing for Nine Barrows Triangle**

The Clerk reported that he had received two of three quotes for the kerbing and was actively pursuing the third.

It was agreed to refer the matter to the Finance Committee to be held on 15th June.

WNN

d) **Finger Posts**

The Clerk reported that there had been a suggestion that the Somerset County Council Press Office had indicated that guidance on the maintenance and repair of finger posts would be made available. The Clerk had checked this with the Highways Department and had been told that no further guidance would be issued in addition to the information which had already been supplied.

The meeting was adjourned between 7:54pm and 7:56pm whilst some items of equipment were removed from the Hall.

Cllr Siggs stated that the Department of Transport did not recognise finger posts as official highways signage. In turn the County Council would not schedule the posts for repair or maintenance. Parishes had been taking on the care of finger posts for about seven or eight years and the County Council was inclined to take a relaxed view as to maintenance provided that it was of a reasonable standard. Cllr Siggs was of the opinion that finger posts in the AONB might be more expensive to maintain.

Cllr Butcher queried if finger posts which parishes took on in terms of maintenance would remain the property of Somerset County Council. Cllr Siggs said that they would be the property of the County Council but that he felt that there would be no objection to signing them over to parish councils.

Cllr Maine queried the provision of a new finger posts and Cllr Higgs said that this would require permission form the highways authority.

Cllr Butcher opined that the pressing concern was the poor condition and missing fingers on the Nordrach finger post. He suggested that the Council should decide as to costs it could cover and then write to the County Council stating what it intended to do.

WNN

It was agreed to refer the matter to the next meeting of the Finance Committee.

e) **Replacement / New Noticeboards and Bus**

The Clerk said that this was progressing and that he was seeking the right form of contract to instruct the works.

WNN

The Chairman confirmed that the agreed contractor, Mr Charley Roberts-Arnold, was aware.

PPC16/083 **Planning**

There were no applications to consider.

It was noted that approval had been granted for the recent application in respect of Manor Farm Barn.

PPC16/084 **PARC Committee**

- a) **The minutes of the PARC Committee held on 20th April (as previously circulated to Councillors) were received**
- b) **The co-option of Kate Lawrence, Rachel Thompson and Ruud Mantingh to the Committee was confirmed.** It was noted that there existed a vacancy for a fourth, non-councillor member.

PPC16/085 **Parish Council Matters**

- a) **To note matters raised under Any Other Business at the Annual Parish Meeting**
 - i. **Traffic Flows and Speed through the Village**

Cllr Siggs said that he had obtained a scheme and funding for a speed limit and restriction in the Village some years earlier but that this had been rejected by the local community. The Chairman said there was still a local antipathy to signage and that was why it had been suggested that Mr Head investigate other forms of traffic calming. Cllr Dyke said that he felt that the gateway in Pelting Drove had made a difference to the speed of cars entering the Village on that road. Cllr Butcher echoed Mr Head's observation that more house building in the district would inevitably lead to more traffic using the Village roads as short cuts. He was concerned that it was only a matter of time before there was a death or injury. It was agreed to refer the matter to the PARC Committee with a request that it discuss the matter at its next meeting.
 - ii. **Priddy Folk Festival**

The request for volunteers, especially a Treasurer and somebody to deal with Customer Relations, was noted.
 - iii. **Pelting Drove to Durston Drove Footpath**

Mr Mantingh (Rights of Way Officer) said that he had walked the footpath and it was the required 1.5m wide. There were places where walls had collapsed and greenery needed to be cut back and the land owner could be approached about these matters. Cllr Maine could not see that the original direction of the path was pertinent to the discussion. Cllr Bath suggested that he County Council be approached about the state of the footpath. Mr Mantingh replied that he had reported the matter the County Council and would follow up on that report.

It was agreed that further discussion of the matter be referred to the PARC Committee.

RM

WNN

- b) **To approve the Parish Council's Publication Scheme (FOI)**

The draft Publication Scheme was approved.

- c) **To review and re-adopt Standing Orders**

The Clerk confirmed that there was one minor change proposed to the Standing Orders, which was to remove the alternate clause under the granting of dispensations. As had been the practice of the Council, this decision would be made by the Clerk in advance of the meeting or at the very beginning of the meeting.

At the request to Cllr Butcher, the adoption of the amended Standing Orders was deferred until the June meeting of the Council when the Clerk would present a version of the Standing Orders bearing the new date of adoption.

WNN

- d) **To review and re-adopt Financial Regulations**

Cllr Butcher believed that a new set of model Financial Regulations had been prepared by the National Association of Local Councils. The Clerk said that he had expected a new model document but that he had been unable to find one. The Clerk undertook to undertake further research on the matter.

WNN

It was agreed that the adoption of Financial Regulations be deferred until the June meeting of the Council.

e) **To discuss arrangements for Strimming of the Village Green**

Mr Martin Edwards had indicated that he was unable, due to the pressure of other work, to continue with the strimming of the Village Green and other areas.

An enquiry had already been received into the contract and it was agreed that any contractor would have to have suitable insurance, documentation and equipment.

An outline specification covering Top and Bottom Green and Pincross from May to September was drafted. Cllr Coles suggested advertising on the Parish website.

It was agreed that further discussion of the matter be deferred to the Council meeting in June.

The Clerk was requested to write a letter to hanks to Mr Martin Edwards.

f) **Dark Lane – to confirm arrangements for restriction at upper and lower end**

Cllr Maine reported that, with the assistance of Mr Tim Andrews, he had placed part of a tree trunk at the lower end of Dark Lane to restrict access. Cllrs Wilkinson and Butcher agreed to site the By-Way sign at the top end of the Lane.

g) **To note Chew Valley Neighbourhood Plan**

The neighbourhood plan drawn up by neighbouring councils was noted.

PPC16/086

Police Matters

It was noted that the mobile Police Station would visit Priddy Green on 14th June between 11:00am and 12:00 noon.

PPC16/087

Council Reports

a) **Somerset County Council**

Cllr Siggs spoke of his roles with Somerset County Council. He also spoke of the re-organisation of Children's Services. Under local schemes, a pedestrian crossing and traffic calming were being installed in Draycott. Cllr Siggs was also involved with the national transport infrastructure projects.

Cllr Siggs continued to support district and parish council wherever and whenever he could.

b) **Mendip District Council**

Cllr Killen spoke of the financial pressure facing Mendip District Council but felt that plans made would lead to a sustainable future. He referred to the five councils' contract for back office services which Mendip had entered into with four other district councils and the outsourcing of leisure centres.

Mendip Plan Part II would be published in the summer with development areas. Economic development was important and various initiatives to attract companies and to develop a skilled workforce were in place. Connectivity remained challenging and in terms of Broadband Priddy (and most of his ward) did not fall within the 90% target of 2016.

Somerset Rivers Authority had been funded from local taxation but it was hoped that it would become self-funding.

Finally Cllr Killen said that he was aware that fly-tipping remained a regular cause of complaint.

Cllr Wilkinson raised the issue of fly-tipping at the junction of Coxtan End and Broad Lane but as this was just inside a gate, Cllr Killen said that this was private property and so could not be acted upon by Mendip District Council.

Cllr Siggs said that fly-tipping was difficult to prosecute as evidence was hard to obtain as were those who were prepared to make a complaint.

PPC16/088

Financial

a) **Budget Statement and Bank Reconciliation**

The budget statement and bank reconciliation had been circulated to Councillors in advance of the meeting. The Clerk confirmed that the expenditure agreed at eh previous meeting had been included in the budget statement.

b) **Insurance [Came and Company] – the Clerk confirmed that cover and policy were as in previous years and that the premium was the last payable under the three year arrangement entered into by the Council. The renewal premium of £432.40 was agreed and a cheque raised.**

WNN

- c) **Flag Pole Repairs [Alan Butcher]** – the Clerk confirmed that the bolts and concrete for re-erecting the flagpole had been donated by Cllr Butcher and Mr Tom Owen respectively. The costs claimed were for resin (to set the bolts) and the replacement finial. The re-imburement of Cllr Butcher of £50.00 was agreed and a cheque raised. The Clerk was asked to write a letter of thanks to Mr Tom Owen.
- d) **Annual Parish Meeting Refreshments [Kate Greet]** – the re-imburement of 72.40 in respect of cheese and wine was agreed and a cheque raised.
- e) **Timetable for Annual Return 2015 – 2016 including Audit Arrangements**
The Clerk outlined the arrangements. The Annual Return (part 1 Internal Control and 2 Financial Activity) would be available for approval and signature at the Council meeting on 1st June. The Public Access period could begin on 3rd June and would be 30 working days. The Annual Return was required by the Auditors by 1st July and could be submitted before the Public Access period was completed.
Cllr Butcher pointed out that the Annual Accounts and Asset Register would also need to be available for adoption.

PPC16/069

Matters of Report

a) **Interactive Mapping**

Cllr Bath said that she was in discussion with Cllr Killen about the tool used by Mendip District Council.

TB

b) **Fire Signs**

Referring to the recent fires, Cllr Bath had spoken with the Chief Fire Officer, Forest Enterprises and the Waldegrave Estate about the erection of Fire Awareness signs. There had been support for the proposal. As the area was an SSI signs would have to be affixed to trees

TB

c) **Village Hall WiFi**

It was noted that there was no WiFi in the Village Hall. The Chairman said that she did not believe that the Priddy Friendly Society Trust had released the donation from Mr Sage of the New Inn. It was thought that the Village Hall Committee had paid for the installation of the WiFi and would be seeking re-imburement from the Friendly Society.

PPC16/070

Date and Time of Next Meeting

The next scheduled meeting: Wednesday 1st June, 2016.

The meeting closed at 9:25pm

Signed
(Chairman)

1st June, 2016

William Newton Newey
24th May, 2016
parish.clerk@priddyparish.org