

**ADOPTED**  
**BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL**

Clerk to the Council: Mrs A Shepherd, Rose Cottage, Oldway Lane, Wrantage, Taunton, TA3 6DE.  
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Minutes of the Parish Council meeting held on Wednesday 14<sup>th</sup> December 2022 at 7pm at Bishops Lydeard Village Hall.

**Persons present:** Cllrs Martin (Chair), Morency (Vice Chair), Allen, Ball, Lewin-Harris, Hunt, Pattermore, Warmington and Delderfield.

**Persons absent:** Cllrs Bainbridge and Rigby.

**In attendance:** Mrs Amy Shepherd (Clerk) and 1 member of the public.

**176/22 Apologies**

Apologies were received from Cllrs Bainbridge and Rigby.

**177/22 Declarations of interest relating to matters on the agenda**

Cllrs Lewin-Harris and Pattermore declared personal interests in respect of item 11 'MUGA repairs / replacement update'.

Vice Chair declare a personal interest in respect of item 10 'Road and Traffic Issues update' as a resident of Quantock View.

**178/22 Adoption of the minutes of the meeting held on 9<sup>th</sup> November 2022**

The minutes from the Parish Council meeting on 9<sup>th</sup> November 2022 were agreed as an accurate record of the meeting.

**179/22 Matters arising**

There were no matters arising.

**180/22 Clerk's Report**

Clerk's report was read to the council (attachment 1).

Actions required:

- Clerk to chase WPD regarding the electric supply available for vehicle charging points at the village hall.

**181/22 Chairman's Report**

Chair reported that he had carried out the following activities since the last Parish Council meeting:

- Completed an article for the Christmas / New Year edition of Fiveways.
- Attended a Library Volunteers meeting last week – 7 or 8 people were in attendance and 3 or 4 would like to attend but couldn't attend the meeting. Confident that in the new year once training has been completed the library will be able to be opened by volunteers every other Saturday (so that it is open every Saturday) and after that Wednesday afternoons.
- Attending a LCN meeting next week, will report back after the meeting.
- FOI request was received and responded to. Similar requests have been made to SCC and SWT. An allegation of a Data Breach by SWT has been reported to SWT. SWT forwarded an email to the Chair that should not have been. All copies of this email have now been destroyed.

- A number of further email enquiries have been received from the sender of the emails to the Chair but at the footnote it is stipulated that the contents of the email are confidential which makes it difficult for the Chair to take any action on the contents of it as the Chair cannot respond on behalf of the PC. Two steps are proposed going forward, one is that the sender of the emails is asked to only send the emails to the Clerk, who will determine whether they are from a resident or from a resident on behalf of an organisation, and also what action can be taken consistent with the restrictions the sender imposes. Secondly, a complaints procedure is proposed for approval later in the meeting.

### **182/22 Comments from members of the public**

No comments from members of the public.

### **183/22 Avon and Somerset Police Report**

The November Police Report was circulated in advance of the meeting and its contents noted. Cllr Allen reported that there had been a recent Facebook post about nails in Greenway again, Clerk to check with the PCSO to make sure she is aware of the new incidents.

### **184/22 Planning applications for comment**

06/22/0035/T Application to carry out management works to one Yew tree included in Taunton Deane Borough (Bishops Lydeard No.1) Tree Preservation Order 1997 at Cedar Falls, Watts Lane, Bishops Lydeard (TD704)

It was noted that Permission had already been granted in respect of this application.

06/22/0038/T Application to fell one Oak tree included in Taunton Deane Borough (Bishops Lydeard No.2) Tree Preservation Order 1997 to the southwest of 15 South Drive, Sandhill Park, Bishops Lydeard (TD705)

The Parish Council supports the granting of permission subject to the views of the Tree Officer.

13/22/0010 Conversion and change of use of 2 No. agricultural buildings, Barn A into holiday accommodation and Barn B into ancillary accommodation, at Cushuish Farm, Cushuish Road, Cothelstone

The Parish Council has no comments to make in respect of the application.

06/22/0037/T Application to carry out management works to one Oak tree included in Taunton Deane Borough (Bishops Lydeard No.2) Tree Preservation Order 1997 at 63 Greenway, Bishops Lydeard (TD705).

The Parish Council supports the granting of permission subject to the views of the Tree Officer.

### **185/22 Road and Traffic Issues**

#### **To consider recommendations of Working Group and agree next steps**

The Notes from the Road and Traffic Issues Working Group meeting on 6<sup>th</sup> December that include the recommendations of the Working Group were circulated in advance of the meeting:

Notes from the Road and Traffic Issues Working Group meeting held on Thursday 9<sup>th</sup> December 2022 at 10.00am.

**Persons present:** Cllrs Martin, Lewin-Harris, Ball and Bainbridge.

**Persons absent:** None

**In attendance:** Mrs Amy Shepherd (Clerk).

**Apologies**

No apologies were received.

The meeting commenced with a general update on the proposals including:

- Contractors have been approached to get some indicative costings for the works, a response is expected this week. Once this information is available approximate costings for each of the proposals will be available. It was noted that the recommendations made by the Working Group are subject to the costings being received.
- Consultation to be planned to take place with individual stakeholders with properties in close proximity to the sites. Wider consultation also expected to take place in late February 2023, after the February Parish Council Meeting. The Working Group would then meet to consider the responses received from the consultation and make further recommendations to the Parish Council on how to proceed.
- The mini-Section 278 in respect of the crossing point / village gateway at the Football Ground is still being negotiated with SCC Highways.

The Working Group then considered each of the plans / information provided by TPA in respect of each of the sites and made the following comments and recommendations:

**Site 1: Gore Square**

Concern about the possible cost of delivering this proposal although it was acknowledged that it would be nice to deliver it.

It was agreed that indicative costs should be obtained before this proposal is recommended to be taken forward.

**Site 2: Mount Street: Gore Square to Village Hall**

A query was raised about the purpose of the orange surface included in the plan across the road between Gore Square and Mill Lane.

Subject to the purpose being clarified the proposal was recommended to be taken forward and form part of the big Section 278 Agreement.

**Site 3: Mount Street: Village Hall to Hither Mead**

It was noted that the garage needed to be consulted on the proposal to ensure they understand the implications of it fully. The Working Group felt that the proposal was a useful intervention and recommended that it is taken forward and that it forms part of the big Section 278 Agreement.

**Site 4: Hither Mead: Pedestrian Crossing by Bridge**

The Working Group were supportive of the proposal but thought it would be useful to understand the cost of the raised crossing as drawn on the plan at 10 metres. If the costs are high, it was noted that the size of the crossing could be reduced to 6 metres.

The Working Group recommended that this proposal is included in the big Section 278 Agreement but if the proposal is costly that consideration be given to reducing the size to 6 metres.

**Site 5: Mount Street: Quantock View to Bird in Hand**

The Working Group noted that the pavement near the Mount B&B has the smallest width in the village.

The proposal will increase the width of the pavement and as a result reduce the width of the road but not to less than 4.8 metres. The proposal will also improve the Quantock View junction and make it easier for vehicles to manoeuvre.

It was noted that consultation with nearby homeowners was needed.

The Working Group recommended that this proposal is included in the big Section 278 Agreement.

**Site 6: Mount Street: Pedestrian Crossing at School Entrance**

It was noted that the Primary School are supportive of a crossing point at the school entrance and that the existing railings are to be retained.

Concern was expressed by members of the Working Group about the space that would be left for large vehicles as a passing or parking point with the proposed road narrowing.

It was noted by the Working Group that a crossing point was definitely needed at the location, but further consideration is needed of whether there should be a road narrowing, planters and whether the crossing should be raised. It was noted that some slowing of traffic was needed at the location but that the crossing needs to fit in with other uses of the space. The Working Group suggested that this proposal needed to be given more thought before proceeding with including it in the big S278 Agreement.

**Site 7: Station Road: Pedestrian Crossing (Between Railway Station and A358 Underpass)**

Some concern was expressed by the Working Group about the distance between the proposed crossing and the roundabout and whether there may be a safety issue with vehicles backing up on the roundabout. It was noted that these types of safety issues will be picked up by SCC Highways whilst the Section 278 Agreement is being negotiated.

The Working Group recommended that this proposal is included in the big Section 278 Agreement.

**Site 8: Church Street: Pedestrian Crossing**

The Working Group were not supportive of the planters included in the proposal.

Subject to the planters being removed, the Working Group recommended that this proposal is included in the big Section 278 Agreement.

**Site 9: Cothelstone Road: Delta Rise to Glanfield Close Gateway and Virtual Footway**

The Working Group suggested that the crossing point is moved further south so that it is nearer to the start of the Delta Rise layby which would in turn reduce the length of the proposed virtual footway.

Otherwise, the Working Group recommended that this proposal is included in the big Section 278 Agreement.

**Site 10: Village Gateway: Taunton Road / Moorland Gate**

The Working Group were fully supportive of this proposal as drawn and recommended that it is included in the big Section 278 Agreement.

**Site 11: Village Gateway: Station Road East of A358**

The Working Group suggested that the gateway / road narrowing should also act as a crossing point for pedestrians using the bus stop on the other side of the road. Subject to this amendment, the Working Group recommended that the proposal is included in the big S278 Agreement.

**Site 12: Village Gateway: Minehead Road at 20mph Limit**

The Working Group were fully supportive of this proposal as drawn and recommended that it is included

in the big Section 278 Agreement.

### **Site 13: Village Gateway: West Street at 20mph Limit**

The Working Group were fully supportive of this proposal as drawn and recommended that it is included in the big Section 278 Agreement.

### **Next Steps**

- Clerk to develop and circulate notes from the meeting and circulate with the plans prior to the December Parish Council meeting.
- Following the December Parish Council Meeting, Phil Parker from TPA to make any requested changes to the proposals with a view to them being approved by the Parish Council at either its January or February meeting.
- Consultation to take place in late February, after the February Parish Council meeting.
- It is recommended by the Working Group that subject to the consultation responses, all of the proposals that are taken forward are included in the big Section 278 agreement but that the sites would be phased. Clarity required if plans for sites included in the agreement for later phases can be amended. It was suggested by the Working Group that the Village Gateways (sites 10-13), Hither Mead bridge crossing (site 4) and the Church Street Crossing Point (site 8) be delivered in the first phases.

There being no further business to discuss, the meeting ended at 12.15pm.

The estimated costs for the delivery of each of the sites was tabled at the meeting.

A discussion followed about the sites and the costings; it was noted that delivery of all of the sites would use most of the CIL money that the PC holds. The required Section 278 agreement with SCC Highways was discussed and queries were raised as to whether proposals included in the Section 278 agreement can be amended later if required. Phasing of the proposals was also discussed and supported.

Cllr Allen raised the Minehead Road Slip Road and queried the comments made by the Traffic Consultant in his report. Chair confirmed that the Traffic Consultant has been asked to raise the slip road closure with SCC Highways as a proposal.

The recommendations of the working group were accepted, and the following next steps agreed:

- Chair to liaise with Traffic Consultant with a view to some of the site proposals being re-worked.
- Final plans for each of the sites to be discussed and agreed at the January PC meeting.
- Consultation event to be planned for late February along with one-to-one conversations with homeowners and businesses close to the sites. Measures to be taken to encourage as many people as possible to attend and respond to the consultation, in particular younger people and people with school aged children.
- Once consultation events have taken place and the responses noted / acted upon, PC to move forward with negotiating the S278 agreement with SCC Highways.

### **Update on Quantock View Parking Proposal**

Chair confirmed that the Planning Application is still to be determined.

A report from a Tree Specialist has been requested by the Planning Officer, Clerk is taking steps to commission a report and submit it to the Planning Officer as soon as possible.

### **186/22 MUGA repairs / replacement update**

Cllr Lewin-Harris reported that work on the MUGA fencing is almost complete, but the contractors are waiting for a delivery to complete the raised height of the fencing at the Village Hall end. Once the work is complete the Contractors will power wash the surface.

Cllr Lewin-Harris and Allen asked if Foothills Landscapes will inspect the fencing once the work is complete to ensure that it has been installed as per the specification and that the fencing meets all RoSPA inspection requirements. Clerk to raise with Foothills Landscapes.

Cllr Allen also queried if the double gates, which are large and heavy should be able to open freely and whether a mechanism to slow or control the gates should be added. Clerk to raise with Foothills Landscapes.

### **187/22 Station View Public Open Space update**

Clerk outlined the three quotes received following the tendering exercise. It was proposed, seconded and agreed with the majority in favour and one against, to accept the quote provided by Abacus Construction for the work.

### **188/22 Climate Change Update**

Cllr Delderfield provided an update and suggested that it would be useful to hold a separate half day meeting in late January when some experts could be invited to attend so that opportunities to encourage the increase in uptake of insulation, solar panels and any other renewables in the Parish could be explored and better understood.

It was agreed to proceed on this basis and arrange a weekend half day meeting in late January.

### **189/22 Parish Lengthsman Report**

The November Parish Lengthsman report was tabled at the meeting and its contents noted.

Clerk to share the report with the Parish Path Liaison Officer in view of the footpath issues included in the report.

### **190/22 Somerset County Council and Somerset West and Taunton Council matters**

In Cllr Rigby's absence this item was deferred.

### **191/22 To consider the Draft Firepool Masterplan Public Consultation**

It was agreed that the Parish Council would not respond to the consultation and Councillors to respond individually instead.

### **192/22 To consider the approval of a Complaints Policy**

The proposed Complaints Procedure, circulated in advance of the meeting, was approved and adopted by the Parish Council.

### **193/22 Finance**

#### **To consider draft 2023/24 budget**

The contents of the draft budget were discussed and noted. No amendments were identified. It was agreed to keep the amount budgeted for hanging baskets the same for 2023/24. Clerk to finalise the budget for its formal approval at the January meeting alongside the precept requirement.

#### **To note income received**

##### Interest

HSBC	£8.35
CCLA Public Sector Deposit Fund	£604.82

St Mary's Church (Flower Box contribution)	£765.27
Library (fees and charges)	£72.36

**Payments to report and note made by BACS:**

Levett Surveying Limited (Topographical Surveys)	£1800.00
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**To approve payments**

**Payments to be made by Direct Debit:**

BT (Telephone and broadband)	£82.38
Somerset Web Services (Email account)	£5.52
British Gas (Public conveniences Electric)	£85.91
	£93.20
EDF Energy (Library Electric)	£52.92
	£68.99

**Payments to be made by BACS:**

Jack Council (Parish Lengthsman Work – November)	£1219.30
Clerks Expenses (Office 365, Travel)	£55.49
Clerk Backpay (1st Apr – 30th Nov following payrise)	£334.88
AIS Cleaning Contractors Limited (Toilet and Library cleaning)	£671.70
Jane Durrant (Community Garden)	£100.00
Foothills Landscaping (Design and Management of MUGA Fencing Works)	£162.50
Somerset Playing Fields Association (Annual Membership)	£15.00
A1 Windows and Doors Limited (Station Road Bus Shelter Repair)	£267.77
Coomber Security	£36.54
Jack Council (Footpath Clearance October)	462.50

It was proposed, seconded, and voted that the payments be approved.

**194/22 To note planning permissions granted**

06/22/0033 Erection of attached double garage to the side with formation of hard standing to the front of 2 Hamber Lea, Bishops Lydeard – Conditional Approval on 28th November 2022.

**195/22 To note planning applications refused/withdrawn**

13/22/0009 - Erection of 1 No. dwelling (as an alternative to the conversion of barn into a single dwelling under Class Q), garaging and associated works, including the retention of Class Q barn to be used as domestic storage, at Middlebrooks, Kingston St Mary Road, Bishops Lydeard – Withdrawn

**196/22 Any Other Business - for report only**

Cllr Hunt raised that the hedge at the back of the Paddock development has been removed. Clerk to check the planning consent for the development.

Cllr Allen requested an update regarding the Christmas lights. Cllr Hunt confirmed that the lights have gone up and will be switched on shortly. There is a Christmas Tree in the War Memorial area, and a further tree will go up at the Church this weekend. The star is also on the church tower.

**197/22 Date of next meeting:**

The next meeting will be held on Wednesday 11<sup>th</sup> January 2023, 7pm at Bishops Lydeard Village Hall

There being no further business, the meeting closed at 8.35pm.

Signed

A handwritten signature in black ink, appearing to be 'A. K.' or similar, written in a cursive style.

Date: 11<sup>th</sup> January 2023