

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 8th February 2023 at 7pm at Bishops Lydeard Village Hall.

Persons present: Cllrs Martin (Chair), Morency (Vice Chair) (until 8.15pm), Allen, Bainbridge, Ball, Hunt, Pattermore, and Delderfield.

Persons absent: Cllrs Lewin-Harris, Rigby and Warmington.

In attendance: Mrs Amy Shepherd (Clerk) and 3 members of the public.

218/22 Apologies

Apologies were received from Cllrs Lewin-Harris and Rigby.

219/22 Declarations of interest relating to matters on the agenda

Cllr Pattermore declared a personal interest in respect of item 11 'MUGA repairs / replacement update'.
Vice Chair declared a personal interest in respect of item 10 'Road and Traffic Issues update' as a resident of Quantock View.

220/22 Adoption of the minutes of the meeting held on 11th January 2023

Amendments were identified to the minutes of the Parish Council meeting on 11th January 2023 including a spelling error on minute reference 204/22 and minute reference 200/22 to include a description of the amendments that were required to the 14th December 2022 minutes. Subject to the Clerk making these changes the minutes of the meeting held on 11th January 2023 were approved.

221/22 Matters arising

There were no matters arising.

222/22 Clerk's Report

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

Vice Chair requested clarification regarding the Quantock View Street Authority.

Actions required:

- Clerk to follow up handover of Woodland Walk with SCC now that tree works have taken place and investigate fencing being added between the woodland and the A358.
- Clerk to follow up the adoption of the underpass and roundabout and add to future Clerk's reports as an ongoing issue.
- Clerk to investigate the Hither Mead Attenuation Ponds to establish if they are functioning as intended.
- Clerk to follow up progress with the right of way between the railway and Lethbridge Park with the SCC ROW Officer.

223/22 Chairman's Report

Chair confirmed that he didn't have too much to report this month other than work in relation to road and traffic issues to be discussed later in the agenda.

224/22 Comments from members of the public

No comments from members of the public.

225/22 Avon and Somerset Police Report

The January Police Report was circulated in advance of the meeting and its contents noted.

226/22 Planning applications for comment

06/23/0002/T: Application to carry out management works to three Ash trees included in Taunton Deane Borough (Bishops Lydeard No.2) Tree Preservation Order 1997 at 56 Greenway, Bishops Lydeard (TD705)

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

227/22 Road and Traffic Issues update**To consider recommendations of the Road and Traffic Issues Working Group**

The Notes from the Road and Traffic Issues Working Group meeting on 25th January 2023 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 Wednesday 25th January 2023 at 11.30am.

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

Persons absent: None.

In attendance: Mrs Amy Shepherd (Clerk).

Apologies

No apologies were received.

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

Site 1: Gore Square

The Working Group continued to have concern about the potential cost of delivering this proposal. It was recommended that the two options in respect of the Gore Square should form part of the consultation and that quotations for the two versions; one where the whole of Gore Square is blocked paved and one where there are raised surfaces at the junctions only, should be requested from TPA to share alongside the two options at the consultation event.

The S278 agreement was briefly discussed and Cllr Martin confirmed that TPA had indicated that the proposals can be added to and taken off the agreement as required.

Site 2: Mount Street: Gore Square to Village Hall

The information provided by TPA that the purpose of the small area shown orange is to include an additional traffic calming feature between Gore Square and Mill Lane (which are approximately 70m apart) and that the feature is a patch of buff coloured surfacing as would be used for a virtual footway and that it could be removed at an approximate cost saving of £1500 was noted.

It was recommended that the buff surfacing included in the plan across the road between Gore Square and Mill Lane should be removed.

Site 3: Mount Street: Village Hall to Hither Mead

It was noted that the garage and the village hall need to be consulted on the proposal to ensure they understand the implications of it fully in advance of the consultation event. The Working Group queried whether the proposed crossing near the garage was raised. It was suggested that an additional crossing could be added to the north of Lydeard Mead, mirroring the crossing proposed near the garage. Cllr Martin to request the additional crossing is added to the plans for the consultation event.

Site 4: Hither Mead: Pedestrian Crossing by Bridge

The information provided by TPA confirming that the longer the crossing the better for maximum impact and that reducing the crossing from 10m to 6m would represent a modest saving of approximately £5,000 was noted. It was also noted that the crossing width could be reduced to 8m with a cost saving of approximately £2,500.

The Working Group recommended that the proposal continues to be a 10-metre-wide raised crossing subject to costings. If the costs are too high it was recommended that the width of the crossing is reduced to 8 metres.

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

Clerk outlined requests for specific and formal consultation with the two residents' groups in Quantock View about this proposal. The Working Group recommended that formal consultation was not necessary with the 'Residents Groups' as all proposed works are on the public highway. It was recommended that no amendments to the proposal were required.

Site 6: Mount Street: Pedestrian Crossing at School Entrance

TPA had provided two alternative options for the crossing point outside the school and also suggested putting down a loop to determine traffic speeds to determine if a traffic calming effect of a raised table would be necessary at the location.

The Working Group recommended that a crossing point should be added and that it shouldn't include a reduction in the road width.

The Working Group recommended that two options should be presented at the consultation event. One with buff surfacing (not raised) and one that is raised.

TPA to be requested to develop plans for these two options and also be requested to put a loop at the location to gather traffic speeds.

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

The view of TPA that queue back to the roundabout was not a concern was noted. TPA have confirmed that the distance between the crossing and the roundabout slip road is more than 40m which is equivalent to a 6 car queue. TPA have also advised that this element will be considered further by SCC when drawings are submitted as part of the S278 agreement.

The Working Group recommended that the proposal is consulted upon as drawn.

Site 8: Church Street: Pedestrian Crossing

The information provided by TPA that the planters can be removed was noted. It was recommended that the planters should be removed from the plan and the proposal should then be consulted upon.

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

The information provided by TPA about the moving the crossing southwards was noted. TPA have advised that the crossing could be sited a maximum of 12m southwards, but this would restrict visibility between a pedestrian who is crossing from Delta Rise and northbound traffic, due to the existing wall

opposite the SLOW marking. Whilst some movement south might be possible this would need to be checked against the visibility SCC will require. This can be optimised as part of a drawing amendment but TPA suspect a maximum of 5m might be possible.

The Working Group recommended that TPA be asked to explore moving the crossing as far south as possible with SCC as part of the S278 agreement. In the meantime the proposal will be consulted upon as drawn.

Site 10: Village Gateway: Taunton Road / Moorland Gate

The Working Group recommended that no changes were required to proposal and it should be consulted upon.

Site 11: Village Gateway: Station Road East of A358

The Working Group noted the advice of TPA that a pedestrian crossing element to link to the Southbound bus stop could be achieved most cost effectively by using a buff flush surface dressing if traffic speeds are not considered to be a problem.

The Working Group recommended that the gateway / crossing point should be raised to reduce traffic speeds, that block paving should be included, and the road width should be reduced. The Working Group also recommended that a footway from crossing point to the bus stop and kerbstones to indicate the crossing point should be included.

TPA to be requested to develop a drawing with these elements upon which to consult.

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

The Working Group recommended that no changes were required to proposal, and it should be consulted upon.

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

The Working Group recommended that no changes were required to proposal, and it should be consulted upon.

Consultation / Next Steps:

- Clerk to add all plans that don't require any changes to the website page that has been created to provide information about the proposals.
- Consultation event to take place on a Wednesday from 3pm until 7pm with presentations from TPA at 4pm and 6pm. Suggested date 1st March, following the meeting this proposed date was checked with TPA who aren't available. 15th March agreed instead.
- Leaflets to be prepared for distribution to all properties in the Parish. Clerk to obtain a quote for printing and distribution of the leaflets from Taunton Dor2Dor and confirm their availability.
- Posters to be prepared and displayed.
- Information about the consultation event to be added to the website and Facebook page – to include a link to the webpage and questionnaire.
- Plans to be displayed at the consultation event. Large versions of the plans to be requested from TPA.
- Questionnaire to be developed to gather feedback. The questionnaire to request a 1-5 scoring in respect of each of the sites and a space for comments. Where there is more than one option is available for the sites this will be reflected in the questionnaire. The questionnaire will also include a request for a post code and age group.
- The questionnaire will be available in hard format at the consultation event and also an

electronic format on the website. The closing date for those completing the questionnaire will be Friday 24th March.

- An analysis of the consultation responses will be developed. This will be considered by the Working Group during week commencing 3rd April with a view to recommendations being developed for approval at the Parish Council meeting on 12th April.
- Proposals to then be submitted to SCC following the 12th April Parish Council meeting.

There being no further business to discuss, the meeting ended at 1.15pm.

A discussion followed about the recommendations of the Working Group and the proposals generally. Cllr Hunt expressed a wish to see more planters included in the proposals.

Cllr Bainbridge raised concern about the amount of information that is presented in respect of each of the proposals and that members of the public may not be able to fully understand all of the proposals at one consultation event and suggested that the consultation is phased.

Vice Chair questioned whether all the proposals were needed.

Cllr Ball confirmed that all the recommendations of the Working Group were subject to costs and consultation.

Chair confirmed that indicative costs in respect of each of the proposals was available and could be shared at the consultation event. Chair also confirmed that the feedback received from the consultation exercise would enable the priority of the proposals to be ascertained enabling the proposals of highest importance to be progressed first.

Chair confirmed that since the Working Group meeting the enquiries raised by the Working Group have been relayed to the Traffic Consultant and a response has been received, the Traffic Consultant has confirmed the following:

Site 1 – Gore Square – acknowledged that this is the site that will be the most expensive but is likely to deliver the most impact. Although indicative costs are available, until a full quote from a Contractor is obtained, they are only indicative. The Parish Council noted the Traffic Consultants comments and agreed that the two options with asphalt and block paving with the indicative costs for each would be consulted upon.

Site 3 – Village Hall / Hither Mead. In order to include an additional crossing north of Lydeard Mead, a further topographical survey is required. A quote for this from Levett Surveying was provided and considered. It was agreed with the majority in favour to accept the quote and place an order. This will enable amended plans to be developed to share at the consultation event.

Site 6 - Crossing outside School. It was noted that the Traffic Consultant suggested providing three options upon which to consult, one with road narrowing, one with no narrowing and a raised crossing and one with no narrowing and only surface dressing. The Parish Council confirmed that it would only like to consult on the two options with no narrowing. It was agreed that the Traffic Consultant would arrange a UTC Loop Speed Survey at the location at a cost of £350.00 + VAT, it was noted that the data collected will help to inform whether vehicle speed is an issue at the location and whether the crossing should be raised or not.

Site 11 – Village Gateway at Station Road east of A358. The traffic consultant has advised that a full topographical survey would be required to develop a detailed design. A quotation from Levett Surveying was provided and agreed. It was also agreed that the Traffic Consultant would arrange a UTC Loop Speed Survey at the location at a cost of £350.00 + VAT.

Subject to the points in respect of sites 1, 3, 6 and 11 agreed above and subject to the consultation including indicative costs in respect of each of the proposals, the recommendations of the Working Group were agreed by the Parish Council.

To consider quote for printing and distributing consultation event leaflets

Chair advised that the Consultation Event is planned to take place on 15th March 3-7pm at the Village Hall with presentations from the Traffic Consultant at 4pm and 6pm. A paper form will be available at the event to gather feedback and there would also be a period of time for people to comment online using the same questionnaire.

Work is required to the questionnaire to make the description of the proposals more simplified. It was agreed to work with the Traffic Consultant to enable this.

It was also agreed that the Traffic Consultant would be asked to amend the plans for the proposals to include points of reference to make the proposals clearer to members of the public.

A copy of the proposals to be made available at the library and reference to this should be included in the leaflet and website.

Cllr Bainbridge expressed concern that the consultation felt rushed.

The outlined consultation plan was agreed with the majority in favour.

Clerk confirmed that quotes were awaited for the printing and distribution of the leaflets. Clerk and Chair were given approval to agree a quotation up to a value of £750.00.

To discuss the Quantock View Village Green application

Chair confirmed that an application has been made by the Quantock View South Side Residents Group to designate the Quantock View Green as a Village Green. Notices have been displayed on the green for people to comment. Chair confirmed that it was likely that the application will prevent the planning proposal to be approved in respect of the parking spaces.

Chair confirmed that although the notice has only just been displayed, the village green application was made prior to planning application being submitted.

Vice Chair expressed his dissatisfaction about the application and that it had been submitted by a Residents Group representing properties that don't front the green.

Vice Chair expressed dissatisfaction about the yellow lines that had been painted on the road at the rear entrance to the school and his concern that a vote was not taken by the Parish Council as to whether to support the lines being painted.

Chair refocused the discussion on the Village Green application and suggested that if Quantock View residents feel that the green shouldn't be designated as a village green then they should write and express their views as requested on the notices.

At this point, Vice Chair left the meeting and stated that he resigned.

To consider quote for Tree Survey required for Quantock View Parking Proposal Planning Application to progress

Clerk confirmed that a number of Arboriculturists had been contacted to request a quote. Only one quote had been received from Atworth Arboriculture. The quotation includes conducting a survey and providing a Arboricultural Method Statement and Tree Protection Plan.

A discussed followed about whether expenditure on the survey should be permitted if the planning application was likely to be unsuccessful.

It was agreed to accept the quote with the majority in favour.

£550.00 plus VAT. Pencilled in for Monday 13th February.

228/22 MUGA repairs / replacement update

Clerk confirmed that although a response has been received from Chris Winn at Foothills Landscapes indicating that an inspection of the MUGA works has been conducted, that the work is to specification

and ROSPA compliant, a couple of further queries have been raised by Cllrs Lewin-Harris and Ball, including:

- There is no way of holding the big gates at the village hall end open. There are drilled holes for the bolts to hold the gates shut but not to hold them open.
- There are projecting bolts on the outside of the MUGA, something which has been highlighted during ROSPA inspections as a minor risk previously.
- The concrete was broken up when the old MUGA posts were taken out and the rubble has not been removed from site.

Clerk confirmed that these queries have been raised with Chris Winn and a response was requested in advance of the PC meeting but not received.

In addition, Cllr Allen questioned why the five a side goals haven't been reinstated.

Clerk to chase a response from Chris Winn and raise the five a side goals.

229/22 Station View Public Open Space update

Clerk confirmed that a start date for the work on the Station View Public Open Space is expected in the next week.

230/22 Climate Change Update

Cllr Delderfield confirmed that he had nothing to report and a date for the proposed meeting would be arranged after the road and traffic consultation event.

Cllr Allen reported that the Village Hall has received a request for Electric Charging Points from Greendays as they are purchasing electric minibuses. Clerk to follow up with National Grid.

231/22 Parish Lengthsman Report

The Parish Lengthsman report for work carried out in January was tabled at the meeting and its contents noted.

Cllr Pattermore raised that the streetlights between Warre House and the Village Hall are not working. It was also noted that the streetlight at The Mount was not working. Clerk confirmed that this has been reported and that she would follow it up.

Cllr Bainbridge suggested that new litter bins should be installed either side of the Hither Mead junction with Mount Street. Clerk to investigate.

232/22 Somerset County Council and Somerset West and Taunton Council matters

In Cllr Rigby's absence, this item was deferred until the next meeting.

233/22 To consider the Parish Online Tool and whether to subscribe

Information about the Parish Online Tool was circulated in advance of the meeting. A discussion about the Tool followed. It was noted that the cost of subscribing was £280.00 + VAT per year. It was agreed to subscribe.

234/22 Finance

Appoint 2023 Internal Auditor

It was agreed to appoint Tammy Weeks from Hillside Business to carry out the internal audit this year.

To note income received

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| Interest | |
| HSBC | £16.14 |
| CCLA Public Sector Deposit Fund | £910.43 |

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|--------------------------------|---------|
| The Cambridge Building Society | £342.95 |
| Library (fees and charges) | £77.00 |

To approve payments

Payments to be made by Direct Debit:

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|--|--------|
| BT (Telephone and broadband) | £82.38 |
| Somerset Web Services (Email account) | £5.52 |
| British Gas (Public conveniences Electric) | £52.10 |
| EDF Energy (Library Electric) | £86.01 |

Payments to be made by BACS:

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| Jack Council (Parish Lengthsman Work – January) | £937.10 |
| Clerks Expenses (Office 365, Travel, wages underpayment) | £89.14 |
| AIS Cleaning Contractors Limited (Toilet and Library cleaning) | £671.70 |
| Viking Direct (Stationery and postage) | £204.19 |
| SCC (Library Staffing Q3) | £3450.32 |
| Bishops Lydeard Village Hall (Venue Hire) | £48.00 |
| Abacus Construction Limited (MUGA fencing) (authorised subject to satisfactory responses to issues identified) | £23100.00 |

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

235/22 To note planning permissions granted

06/22/0030 Erection of a single storey extension to the rear with conversion of barn to ancillary accommodation at Church House, 6 West Street, Bishops Lydeard – Decision of Conditional Approval was made on 5th January 2023.

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) – Decision of Conditional Approval was made on 11th January 2023.

236/22 To note planning applications refused/withdrawn

No notifications received.

237/22 Any Other Business - for report only

Cllr Hunt reported that a 'for sale' or 'to let' sign has been displayed at the land designated for a care home on Taunton Road. Clerk to make enquiries.

Chair reported that the Bishops Lydeard Players performance of Little Red Riding Hood was taking place at the Village Hall between 16th and 18th February.

238/22 Date of next meeting:

The next meeting will be held on Wednesday 8th March 2023, 7pm at Bishops Lydeard Village Hall

There being no further business, the meeting closed at 8.50pm.

Signed



Date: 8th March 2023