

ADOPTED
BISHOPS LYDEARD & COTHELSTONE PARISH COUNCIL

Clerk to the Council: Mrs A Shepherd, Rose Cottage, Oldway Lane, Wrantage, Taunton, TA3 6DE.
Phone: 01823 412922 Email: clerk@bishopslydeard.org Website: <http://www.bishopslydeard.org.uk>

Minutes of the Parish Council meeting held virtually on Wednesday 8th July 2020 at 7.00pm

Persons present: Cllrs Martin (Vice-Chair), Allen, Pattermore, Lewin-Harris, Morency, Armstrong, Watson, Rigby, Russell and Warmington.

Persons absent: Cllr Davenport

In attendance: Mrs Amy Shepherd (Clerk) and 4 members of the public.

46/20 Apologies

Apologies were received from Cllr Davenport.

47/20 Declarations of interest relating to matters on the agenda

Cllr Morency declared a personal interest in respect of item 12 'To receive an update regarding the Quantock View Parking Proposal, agree next steps and consider a quote for developing the specification for the proposal'

48/20 Adoption of the minutes of the meeting held on 10th June 2020

The minutes from the Parish Council meeting on 10th June 2020 were agreed as an accurate record of the meeting.

49/20 Matters arising

Cllr Lewin-Harris requested an updated in respect of the 'Poppies in the breeze' memorial in the war memorial area. Clerk confirmed that Cllr Davenport had contacted Fiveways who had confirmed that the memorial was a charitable gift and that the community, through the Parish Council, would assume ownership and responsibility for the upkeep of the memorial. Clerk confirmed that the Memorial would therefore be added to the Parish Council Asset Register.

50/20 Clerk's Report

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

51/20 Comments from members of the public on matters not listed on the agenda

No comments were made by members of the public.

52/20 To receive an update on local Coronavirus Initiatives

Cllr Russell confirmed that the Community Group is still operating but that the requests for help have reduced significantly as a result of the easing of lockdown.

53/20 Planning applications for comment

06/20/0022 Erection of timber post and mesh fence with 3 No. galvanised gates at South Drive, Sandhill Park, Bishops Lydeard (retention of works already undertaken)

The Parish Council objects to the granting of permission for the following reasons:

- Only traditional estate fencing should be erected at this location, the proposed fencing is within the setting of a Grade 2 Listed Mansion House and would therefore be inappropriate as highlighted by Historic England in the comments made in relation to previous planning applications for wooden post fencing.
- The previous application for fencing made from the same material was refused for this reason.

06/20/0024/CC Notification for prior approval for a change of use of the land to the front from shop (Class A1) to have 6 No. picnic tables and chairs to allow customers to eat and drink hot and soft drinks (Class A3) whilst on the premises and for building or other operations for the provision of facilities for ventilation, extraction and the storage of rubbish at 8 Broadgauge Business Park, Westridge Way, Bishops Lydeard

The Parish Council supports the granting of permission.

06/20/0029/T Application to carry out management works to two groups of trees (various species) included in Taunton Deane Borough (Bishops Lydeard No.2) Tree Preservation Order 1997 at Lethbridge Park, both sides of the northern access drive (TD705), Bishops Lydeard

The Parish Council supports the granting of permission subject to any comments from the Tree Officer.

06/20/0030/CQ Prior approval for proposed change of use from agricultural building to 3 No. dwellings (Class C3) and associated building operations at Eastcombe Farm, East Combe Lane, Bishops Lydeard

The Parish Council has no comments to make regarding this proposal.

54/20 Update regarding Sandhill Park Mansion

In the absence of Cllr Davenport, this item was deferred until the next meeting.

The agenda was interrupted to take item 11 'To consider and agree a response to the Unitary Authority One Somerset Proposal'

55/20 To consider and agree a response to the Unitary Authority One Somerset Proposal

The Unitary Authority One Somerset Proposal and feedback form was discussed.

The Parish Council expressed the view that although some financial savings may be forthcoming from the proposal there was concern that a unitary authority may be too large and centralised, that there maybe a lack of local, on the ground services and services may become distant. Concern was also expressed that Taunton Deane and West Somerset Councils have just merged and that this could be the wrong time to consider another major re-organisation. The Council expressed its view that two unitary authorities for Somerset should not be created. Clerk to capture these comments on the feedback form and submit a response on behalf of the Parish Council.

Attention then turned to the Report by Mel Usher, commissioned by SALC and SLCC. The Parish Council was supportive of the recommendations in the report. Clerk to respond accordingly.

The agenda was resumed

56/20 Somerset County Council and Somerset West and Taunton Council matters

Cllr Rigby reported on the following:

Coronavirus Pandemic – Work continues. The numbers of cases are reducing and have been low in Taunton Deane. SWT is helping businesses to re-open and working with towns and village across the

District. East Street in Taunton has become pedestrianised to help with social distancing. It is hoped that East Street will become permanently pedestrianised in the future.

Coal Orchard – working continuing.

Debenhams Building – consultation by the owners of the building has been carried out in case Debenhams doesn't continue to operate. The proposal is that there will be an active commercial use of the ground floor and flats above.

Firepool – Planning application is being submitted by the end of the Summer, work expected to start by the end of the year.

SWT Offices – remain closed and will be for the foreseeable future. Working from home arrangements are working well.

Car Parks – no parking charges will be charged until September to help businesses and the town centre recover following lockdown.

Delta Rise – Contractor is in place, work expected to start in a month or so.

Hedge by Station Green - Ready to be replaced but delayed due to lockdown, the hedge will probably be replaced in November now to ensure planting takes place in the right season / weather conditions.

57/20 To receive an update regarding the Quantock View Parking Proposal, agree next steps and consider a quote for developing the specification for the proposal

Clerk outlined the work that has taken place since the last meeting on the Parking Proposal.

Consultation letters have been sent to properties on Quantock View and neighbouring properties on Mount Street. The Primary School has also been contacted to request comments.

The consultation runs until 13th July, a number of responses have already been received.

Quotes have been obtained from the architect to develop a full specification for contractors and also to prepare the necessary documentation for a Planning Application.

A contractor has also been contacted about the works who has confirmed that due to the simplicity of the proposal, a full specification is not required.

It was agreed that the Clerk would prepare an analysis of the consultation responses for consideration at the August meeting. This will enable the Parish Council to make a decision as to the scheme to take forward.

In the meantime, the Clerk will also prepare all the required documentation to proceed with the planning application so that it can be submitted as soon as possible after the August meeting.

58/20 To receive an update regarding the proposed additional Hither Mead bus shelter installation

Cllr Morency confirmed that he had measured the proposed site again and a cantilever bus shelter, similar to the one on the opposite side of the road would fit at the location. It was agreed that the Clerk would proceed with making the necessary enquiries with SWT and SCC about the proposal.

59/20 To consider approval of recommendations of CIL Committee

The recommendations of the CIL Committee were approved.

The list of groups and organisations that the Parish Council should contact to invite applications for CIL funds was also agreed.

Clerk to make contact with groups and organisations to provide further information about making an application for CIL funds.

60/20 To consider 20mph speed limit proposals

Cllr Rigby confirmed that information was still awaited from SCC. The item was therefore deferred for consideration at the next meeting.

61/20 Parish Lengthsman Report

The Parish Lengthsman Report for June was circulated in advance of the meeting and its contents noted.

62/20 Avon & Somerset Police report

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

63/20 Community Library Partnership update

Cllr Martin outlined the steps that will need to take place to enable the library to re-open and how the library will operate when it does re-open.

A click and collect system will be in place, a Perspex screen will be fitted and a one way system will be operational through the library. Computers will be available to use but only at booked times.

The library will only open on the SCC staffed hours initially.

A number of items of furniture and soft furnishings will need to be removed from the library. Charlie Back has offered to store the items at a lock up close to the library at no cost.

Clerk will compile a risk assessment in collaboration with SCC.

Clerk outlined the cleaning requirements for the library and outlined a quote obtained from the cleaning company who currently clean the public toilets to clean the library twice a week for an hour on the days that the library is closed. The Council was content with the quote obtained and agreed that a cleaning company should clean the library. Clerk will obtain one comparison quote to ensure good value for money before proceeding.

64/20 To consider and approve the final 2019/20 statement of accounts

The Annual Accounts were presented to the Council. It was proposed, seconded and voted unanimously to approve the final 2019/20 statement of accounts.

65/20 To approve the Annual Governance Statement

The Annual Governance Statement was reviewed and its was proposed, seconded and voted unanimously to approve the Annual Governance Statement. The Chair was authorised by the Council to sign and date the Annual Governance Statement on behalf of the Council.

66/20 To consider and approve the accounting statements forming part of the annual return for External Audit

The Accounting Statements forming part of the annual return for External Audit were considered by the Council. It was proposed, seconded and voted unanimously to approve the Accounting Statements.

The Chair was authorised to sign the Accounting Statements on behalf of the Council.

67/20 Finance

To consider and note the 2020/21 Quarter 1 Financial Statement

Quarter 1 financial statement presented to the Council, the contents of the financial statement was noted.

To note income received

Interest	£2.75
Interest	£85.95

To approve payments

Payments to be made by Direct Debit:

BT (Telephone and broadband)	£73.20
Somerset Web Services (Email account)	£5.52

Payments to be made by BACS:

Jack Council (Parish Lengthsman Work – June)	£955.45
Clerks expenses (Zoom and Office 365 subscriptions July Travel)	£89.74
HMRC (Tax and NI contributions)	£481.86
British Gas (Library Electric)	£41.88
Intelligent Workplace Solutions Limited (Public toilets – May cleaning)	£67.49
Intelligent Workplace Solutions Limited (Public toilets – June Cleaning)	£67.49
Viking Payments (Stationery)	£138.36
ROSPA Play Safety (MUGA Inspection)	£82.20
SALC (2020/21 Affiliation Fee)	£796.42
SWT (Dog bin in Church Yard, supply and install)	£414.00

Payments to be made by Cheque:

Roger Sleap (Internal Audit)	£120.00
Mr Charlie Back (Library Lease Q2 1st Jul – 30th Sept)	£800.00

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

68/20 To note planning permissions granted

06/20/0005 Change of use of agricultural buildings to office (Use Class B1), workers accommodation (Use Class C3) and cafe (Use Class A3) at Greenway Farm, Greenway Road, Bishops Lydeard (resubmission of 06/19/0024) – CONDITIONAL APPROVAL ON 3RD JUNE 2020.

69/20 To note planning applications refused/withdrawn

No planning applications refused / withdrawn.

70/20 Any Other Business - for report only

Cllr Allen provided an update on the Village Halls reopening. A risk assessment has been carried out for the village hall and the play park.

There are complex regulations in place which the Management Committee are working through. The Village Hall will reopen at the end of the week but many of the groups will not be able to operate due to the current lockdown restrictions.

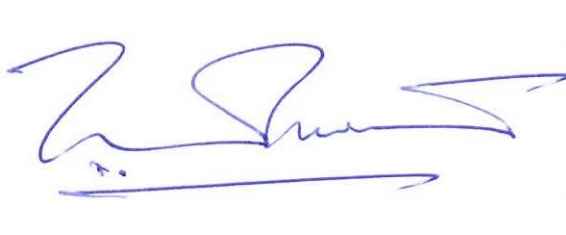
Cllr Rigby reported that the Post Office is experiencing problems with people parking for long periods outside the post office which is prohibiting post office users from parking outside. The post office is considering approaching SCC about putting timed parking bays in place so people can only park for a maximum of 30 minutes. The Parish Council was supportive of the proposal and suggested 2 bays be put in place.

71/20 Date of next meeting:

The next meeting will be held on Wednesday 12th August 2020, 7pm.

Cllr Allen confirmed his apologies for the next meeting.

There being no further business, the meeting closed at 8.20pm

A handwritten signature in blue ink, appearing to be 'Cllr Allen', written over a horizontal line.

Signed

Date 12th August 2020