

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 June 2022 at 7pm at Bishops Lydeard Village Hall.

Persons present: Cllrs Martin (Chair), Morency (Vice Chair), Allen, Ball, Bainbridge, Pattermore, Warmington, Lewin-Harris and Rigby from 7.37pm.

Persons absent: Cllrs Russell and Hunt.

In attendance: Mrs Amy Shepherd (Clerk) and 2 members of the public.

34/22 Apologies

Apologies were received from Cllrs Russell and Hunt.

35/22 Declarations of interest relating to matters on the agenda

Cllr Warmington declared a prejudicial interest in respect of planning application numbers 13/22/0006/LB and 13/22/0007.

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

36/22 Adoption of the minutes of the meetings held on 11th May 2022

Subject to one amendment, the minutes from the Annual Parish Council and Parish Council meetings on 11th May 2022 were agreed as an accurate record of the meeting.

37/22 Matters arising

There were no matters arising.

38/22 Clerk's Report

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

Actions required:

- Clerk to follow up progress with the right of way between Lethbridge Park and the Railway with the Parish Path Liaison Officer
- Clerk to request that the Lengthsman cut the verge at the Cotford St Luke roundabout when required between the SCC cuts.

Cllr Morency reported that he has been liaising with the primary school about the trees at the school that require management works. Clerk to include an item on the agenda for the next meeting to discuss further.

39/22 Chairman's Report

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

- Attended a Library quarterly review meeting
- Held a meeting with new Cllrs Bainbridge and Ball
- Met with Phil Parker from TPA and attended a meeting with SCC Highways about progressing the planned road improvements in the village.

40/22 Comments from members of the public on matters not listed on the agenda

A member of the public raised the cutting of the grass verge outside Dunkirk House. Previously Dunkirk House employed contractors who cut the grass but that has now ceased as the garden maintenance work is now carried out by in house employees therefore the verge won't be cut. If the grass is left to grow, there could be a visibility/safety issue. SCC will only cut the verge a couple of times a year. The member of the public asked if the Lengthsman could cut the verge. It was agreed that Cllr Morency would meet with the Lengthsman about cutting the verge only enough to ensure visibility.

41/22 Avon and Somerset Police Report

The May Police Report was tabled at the meeting and its contents noted. The Parish Council expressed its thanks to the PCSO for her continued production of the monthly report for the Parish Council.

42/22 Planning applications for comment

Cllr Warmington left the meeting at 7.21pm

13/22/0006/LB Conversion of outbuilding to garden room and various repairs and alterations to Cothelstone Manor, Cothelstone

The Parish Council supports the granting of permission.

13/22/0007 Change of use from residential to a holiday let at Cothelstone Manor, Cothelstone

The Parish Council supports the granting of permission.

06/22/0017/T Notification to fell one Holly tree within Bishops Lydeard Conservation Area at Bell Inn, 6 West Street, Bishops Lydeard

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

The agenda was interrupted to take item 14

43/22 Land at entrance to Glanfield Close

Clerk reported that she had made enquiries into the ownership of the land at the entrance to Glanfield Close including looking back through historical minutes which include no record of land ownership. Somerset County Council Road Records have checked and confirmed that they do not own it and Somerset West and Taunton Council have confirmed that they do not own it either.

In conclusion the land is unregistered.

Miles Orr, who was present at the meeting, confirmed that the land is unregistered and as the neighbouring property owner and because he has been maintaining the land, he can acquire ownership of it. Miles Orr confirmed that his solicitor has submitted a possessory title application to Land Registry but offered to amend the application to remove the area from the bench to the highway or register all of the land and gift this section to the Parish Council. It was noted that the more straightforward route is for one application to be made for all of it.

Miles Orr confirmed that prior to the application being submitted a letter was sent to all properties in Glanfield Close and no objections were received.

It was noted that the bench was well used and its future use as such needed to be ensured. Miles Orr confirmed that he would be happy to take on responsibility for maintaining the bench if he took ownership of the whole piece of land. Miles Orr also confirmed that he would ask his solicitor to add a covenant to the title for the land that required a bench to be at the location and maintain it as such in the future. This action will ensure that the bench remains if the Miles Orr was to ever sale his property.

The Parish Council confirmed that it would be happy for Miles Orr to take that step to add a covenant to the title.

The agenda was resumed

44/22 Road and Traffic Issues

Cllr Warmington re-joined the meeting at 7.43pm

Chair reported on the following:

Quantock View Parking Proposal

Work is ongoing, a planning application is required in respect of the additional parking spaces proposed. A pre-application meeting with the Asset Manager and Planning Officer is being arranged. It is unlikely that the crossing point at Hamber Lea and the virtual footpath will require planning permission. SWT have requested that a Project Manager is appointed on behalf of the Parish Council to oversee the works, Jim Bletcher has confirmed that he can fulfil this role.

Clerk confirmed that the planning application would cost in the region of £150.00. The Parish Council approved this expenditure. A meeting has taken place with the SCC Highways Department when the Quantock View proposals were raised. Although SCC Highways are not in favour of virtual pavements - they don't have a strong view about the one proposed for Quantock View because it is not an adopted highway.

Cllr Morency suggested that because the road is unadopted the view of all residents of Quantock View should be ascertained before proceeding with works on the road. Chair confirmed that SWT routinely maintain the road and it is generally accepted that the PC can proceed to carry out the proposed works.

Cllr Bainbridge asked if electric charging points could be added as part of the parking proposal. Chair confirmed that the idea had been raised previously and it was agreed not to add them at this location but explore adding them at the Village Hall instead. It was also noted that there is unlikely to be adequate power available at the location to install charging points.

Cothelstone Road Proposals

SCC Highways have confirmed that they are happy with the proposal for the crossing point by the football pitch. Although the proposal doesn't need planning permission a S278 agreement would normally be required which is expensive to produce.

The alternative is a mini S278 agreement for works that can be bonded at less than £20k, the proposed works are likely to fall within that category. The work will require a road closure.

In relation to the proposed crossing north of Pound Lane across to Delta Rise and the related virtual pavement works - SCC Highways are not supportive. SCC Policy does not support virtual pavements, one route around this, to depart from policy would be for the Director at SCC to sign it off. Cllr Rigby provided background to the existing virtual footpath; the PC wanted to install a pavement, but the road was not wide enough, and SCC offered a virtual footpath instead. Cllr Rigby to liaise with SCC on this issue, Chair to provide Cllr Rigby with more information so that he can do so.

The design of the gateway features was discussed including the possibility of including planters or something similar to reduce the road width and slow vehicles. Chair confirmed that the remaining road width would still be wide enough for the largest agricultural vehicle.

Clerk to circulate the latest plans of the traffic proposals for Councillors.

Cllr Allen asked if there had been any progress in relation to the Minehead Road Gateway Feature.

Chair confirmed that once the Cothelstone Road gateway feature is in place the same principle would then be applied to other gateway features including one at Minehead Road.

Chair confirmed that the need to adjust speed limits on Cothelstone Road so that the speed limit goes from 60mph to 30pmh before the gateway feature and a reduction to 20mph was also discussed with SCC Highways.

45/22 MUGA repairs / replacement update

The plans / specification for the MUGA replacement were circulated in advance of the meeting and discussed.

It was agreed that Cllr Lewin-Harris would circulate the plans to members of the MUGA Committee for feedback and the existing and proposed height of the fencing at the Village Hall building end of the MUGA would be checked.

The plans were agreed in principle subject to comments received from the MUGA Committee.

46/22 To discuss the David Wilson Homes development Public Open Space

Clerk confirmed that there was no progress to report. Clerk to following up with David Wilson Homes.

47/22 Station View Public Open Space update

The plans / specification for the Station View Public Open Space were circulated in advance of the meeting and discussed.

The plan was approved to proceed for the tendering exercise.

A preference of Douglas fir wood and powder coated or stainless steel for the seating was expressed.

48/22 To consider making an application to divert the public right of way between Ash Priors and Combe Florey

Cllr Rigby outlined a proposal to divert the public right of way between Ash Priors and Combe Florey. The current route of the footpath requires users to step over a stile onto the B3224 and then walk along the B3224 for 30-40 metres before crossing the road to join the path on the other side of the road. The proposal is to realign the footpath in the field so that the stiles for the footpath are opposite each other on the B3224.

Cllr Rigby confirmed that Combe Florey Parish Council are in agreement and happy to contribute towards the costs. Cllr Rigby to check with Combe Florey to see the level of financial contribution they are willing to make.

Clerk to make enquiries as to whether the cost of diverting the footpath is a legitimate CIL expenditure. The Parish Council confirmed their support for the application and its willingness to also make a contribution. It was suggested that a more accessible gate, perhaps a kissing gate, could be added instead of a stile as part of the project.

49/22 To discuss request received for double yellow lines on Taunton Road

Cllr Rigby provided a summary of a request that he had received from a member of the public to have double yellow lines added to Taunton Road where the DWH development is taking place. It was noted that very little parking enforcement takes place in the village and therefore double yellow lines are likely to be ignored. It was also noted that parked cars provide traffic calming and slow vehicle speeds.

The Parish Council was not supportive of the addition of double yellow lines on Taunton Road and suggested that it would be better to wait until all the housing has been delivered before giving the idea further consideration.

Cllr Rigby confirmed that he would relay the Parish Councils comments to the member of the public.

50/22 To consider quotes for a replacement dog bin at Quantock View

Two quotes for a replacement dog bin at Quantock View were considered. It was agreed to proceed with purchasing the larger metal 40 litre dog bin from Broxap. Clerk outlined the queries raised by the adjacent landowner regarding ownership of the land upon which the dog bin is currently located. Clerk to explore ownership of the land whilst the dog bin is on order. The Parish Lengthsman will remove the existing broken bin and install the new bin when it arrives.

51/22 To review and agree the Council’s annual insurance provision

Quotes for renewal of the council’s insurance provision were considered. It was proposed, seconded and voted unanimously to accept the quote from Zurich.

52/22 Update regarding Climate Change

In Cllr Russell’s absence item deferred until the next meeting.

53/22 Parish Lengthsman Report

The Parish Lengthsman Report for May was tabled at the meeting and its contents noted.

54/22 Somerset County Council and Somerset West and Taunton Council matters

Cllr Rigby confirmed that a report from Cllr Andy Sully had been circulated in advance of the meeting. The report will be produced every month for the Parish Council and either Cllr Sully or Cllr Rigby will attend the Parish Council meetings.

Cllr Rigby also reported on the following:

Following the Elections, a new administration is in place at SCC and a new Executive has been formed. Cllr Rigby is the Executive Member for Transport and Digital which will help progress highways matters locally. Cllr Rigby is already working on the issues with Highways Maintenance. Work to amalgamate services across the county is also underway e.g., parking enforcement. The Digital element of the role includes identifying an IT solution for the Somerset Council and also overseeing broadband connectivity as part of the Connecting Devon and Somerset Programme. Areas with slower speeds will now get really high speeds.

Delta Rise Wall – work due to start next month. As wall has slowly collapsed road width has reduced. Once work is complete the road may become two metres wider. Need to think about the implications of that.

Ash Priors Common – owners have gone quite quiet. A Management Scheme for the Common has been agreed.

55/22 Finance

Receive and consider the Internal Auditors Report

The contents and recommendations in the Internal Auditors report was noted.

To approve the AGAR Accounting Statements

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

To note income received

Library income	£49.20
Interest	£0.92

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)	£63.94

Payments to be made by BACS:

Jack Council (Parish Lengthsman Work – May)	£1502.60
Clerks Expenses (Travel, Office 365, postage, wages underpayment and library items)	£102.60
Hillside Business Services (Internal Audit)	£157.50
Somerset Association of Local Councils – Councillor Training	£25.00
Jack Council (Footpath clearance)	£462.50
AIS Cleaning (Cleaning of toilets and library)	£690.60
TPA (Quantock View Full Detailed Drawings)	£5829.60
Zurich (Insurance)	£932.37

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

56/22 To note planning permissions granted

06/22/0008 Demolition of conservatory and utility lean to extension and erection of a single storey extension to the rear of Conquest Farm, Minehead Road, Norton Fitzwarren - Decision of Conditional Approval was made on 13/05/2022.

06/22/0010 Erection of a two-storey extension to the side of Radlett, Church Street, Bishops Lydeard - Decision of Conditional Approval was made on 20/05/2022.

57/22 To note planning applications refused/withdrawn

No notifications received.

58/22 Any Other Business - for report only

Cllr Bainbridge requested that the draft minutes are published on the PC website when they are available and that the wording on the agenda for the public participation item is amended to avoid any confusion by members of the public. Clerk to action.

Cllr Morency gave his apologies for the next meeting

Chair congratulated those involved in organising and helping with Jubilee Celebrations. The event was very successful, and the weather was dry. Cllr Allen reported that a good number of volunteers were involved and that the event was delivered within the budget of £2500.00. The contribution required from the PC is likely to be less than the £1500.00 agreed at the last meeting.

Cllr Pattemore requested that a further request for a visit by the Parking Enforcement Officer is made. Clerk to also request confirmation of when visits are being carried out.

Cllr Pattemore confirmed that only a small number of Welcome Packs are available. Clerk confirmed that an item will be included on the August agenda to agree next steps in relation to the Welcome Packs.

59/22 Date of next meeting:

The next meeting will be held on Wednesday 13th July 2022, 7pm at Bishops Lydeard Village Hall

There being no further business, the meeting closed at 9.05pm.

Signed



Date: 13th July 2022