

HATCH BEAUCHAMP PARISH COUNCIL

Minutes of an ordinary meeting of the Hatch Beauchamp Parish Council held in the Village Hall on Wednesday 11 September 2019.

Present:- Mr Graham (in the chair), Mrs Fowler, Mrs Noble, Ms Scott, Mr Elliott, Mr Murphy and Mr Reid

Members absent :- None

Apologies:- None

In Attendance:- Mrs Fowler as Locum Clerk

Public Forum

Cllrs Thorne and Henley presented information about their activities relating to the village. Three residents made statements during the planning item, minute 2711b.

2705 Apologies

None

2706 Declarations of interest

None

2707 Minutes

The minutes of the ordinary meeting held on Wednesday 10 July 2019 were approved as a correct record and signed by the Chair.

2708 Actions from previous meetings

- a) (2698) **Resolved.** Councillors agreed and adopted the A358 Committee terms of reference.
- b) (2701) Mr Marsden has now resigned.
Resolved: Clerk to ask Mr Marsden if there is 'lightweight' Parish Plan procedure.
- c) (2702) Mr Graham reported that his research on an updated SID purchase procedure has drawn a blank. In addition, Lopen Parish Council have had an unfortunate experience with Somerset County Council imposing conditions after the SID had been purchased.
Resolved: SID purchase not to go ahead at the present.
- d) (2703) Revised and updated Code of Conduct and Standing Orders have been circulated to all councillors.

2709 Village matters and upkeep of village

- a) Community Car Scheme. Mrs Noble reported that good progress has been made and a committee has been formed:
Chair & secretary: Caroline Noble
Treasurer: Kevin Comer
Coordinator: Elizabeth Freudenbeurg
Coordinator: Alan Withstandley

A constitution has been agreed and bank account opened. The Hatch Beauchamp car scheme has been accepted by the West Somerset Car Scheme Partnership (WSCS) and this has resulted in a grant of £250.00 for setting up the scheme, to cover DBS checks etc, and our volunteer drivers will be covered under the WSCS car insurance.

Mrs Noble has created a fact sheet for users and drivers which covers the rule of the scheme, prices etc and driver enrolment forms have been sent out. A meeting has been organised for Monday 16 September to provide information to interested people. Mrs Noble thanked Mr Comer for his help with setting up this scheme.

A resident who is involved in another car scheme mentioned that DBS checks on drivers are essential for this scheme.

Resolved: Councillors agreed to co-opt Mr Comer, Mrs Freudenbeurg and Mt Withstandly on to the committee. Mrs Noble to send a copy of the constitution to the clerk and to action DBS checks for drivers.

- b) Pavement Repairs: Somerset County Council (SCC) have sent through a suggested calendar of when they plan to action the pavement repairs, which was circulated in advance of this meeting.

Resolved: Councillors agreed that repairs should be done in the order suggested by SCC. Clerk to contact SCC.

- c) Footpath Report: Mr Graham and Mrs Noble have prepared an extensive footpath report which has been circulated to councillors. There are many issues, footpaths in poor condition, finger posts missing but Mr Graham is unsure who is now responsible for this work.

Resolved: Clerk to research who is responsible for footpath repairs and Mr Elliott to provide clerk with West Hatch Footpath contact.

- d) Phone box: The repainted phone box is now in place at the bottom of the village hall drive and the village hall committee are now deciding on a use for the box. In addition to repainting the box, Sterling Services have donated two concrete benches which have been put under the chestnut tree near the play area.

- e) Defibrillator & Training: The delivery of the defibrillator has been delayed due to production issues, it should now arrive in approx. 4 weeks. The training has been organised for Thursday 12 September at 18:00 in the village hall with a representative from the South West Ambulance Service Trust and two paramedics who live in the village.

- f) Allotments: Two residents have approached the chair to ask about allotments. The council does not own land and hence there is no solution at the moment.

- g) Improving Lives, information from Cllr Thorne about the £200.00 grant available was circulated in advance of the meeting. Councillors discussed this opportunity

Resolved: Councillors are very busy with other projects, Mr Reid to ask the village hall committee if they have any ideas and if so, to complete the form.

2710 Administration

- a) Recruitment of replacement clerk: The Council has paid to advertise this position and sixteen applications have been received. Mrs Fowler, Mrs Noble, Ms Scott and Mr Graham agreed to conduct interviews. Mr Graham has circulated the applications to councillors who should review and suggest 3 candidates for interview.

Resolved: Interviews to be organised for Monday 30 September. Mr Graham to contact candidates selected by councillors.

- b) Maintenance of the village website: Mr Graham explained the village website needs work to make it easier for people to use. The village Facebook page provides an exchange of topical information about events/news, the website needs to provide a reference information for villagers and people outside the village. Mr Graham suggested a budget of £150.00.

Resolved: Mrs Noble, Mrs Murphy and Mr Graham to ask their IT contacts what can be achieved for £150.00 and whether they would be interested in this work.

- c) Replacement councillors: Mrs Young and Mr Marsden have resigned from the council. Mr Ben Goddard is interested in becoming a councillor. The vacancies will need be advertised via the noticeboards and the village Facebook page.

Resolved: Mr Graham and Clerk to advertise vacancies

2712 Committee Reports

- a) Report from A358 Committee: Minutes of the A358 committee meeting were circulated in advance of the meeting. A flyer will be created to promote a public meeting that is planned for Thursday 10 October. Various roles have been allocated to members of the committee, Mr Elliott: pollution, Ms Scott: Dualling, Mr Graham: Crossings and Mrs Young: Traffic through village. The next committee meeting is to be held on Thursday 12 September.

Resolved: Councillors agreed that Mr Goodard (prospective councillor) to be co-opted on to this committee. Mr Graham to arrange for members of the committee to be invited to the Highways England meeting on 24 September.

- b) Planning Committee:

i) **Resolved:** Councillors agreed to provide no comment to the planning application 19/19/0006, for a new agricultural access for the Apiary

ii) Councillors discussed the planning application 19/19/0009 for 12 properties in Station Road Orchard, opposite Neroche View and three residents provided their opinions on the application. Issues such as flooding, access, traffic, demand for properties, and odour from the sewage works were discussed.

Council response needs to be returned by 27 September 2019

Resolved: Councillors agreed to hold another planning meeting next Wednesday 18 September at 19:00 to give residents an opportunity to give their views. Clerk create an agenda and to book village hall.

2712 Financial Matters

- a) Approve schedule of cheques: the schedule of cheques listed below was circulated to councillors in advance of the meeting.

Chq No:	Payee:	Reason for Payment:	Amount:	Notes:
929	HMRC	Income Tax	£89.20	Tax due on C. Pitman May Salary, not paid at the time
930	Hatch Beauchamp & Ashill Baptist Church	Burial Grant	£190	£95.00 x 2 as not paid last year. Passing on Parish Grant 18/19 & 19/20
931	St John's PCC	Burial Grant	£250.00	Passing on Parish Grant 19/20
932	Hatch Beauchamp Village Hall	Grass Cutting Grant	£1100.00	Passing on Parish Grant 19/20
933	HMRC	Income Tax	£79.20	Tax due on C, Pitman July Salary
934	C.Pitman	Salary less tax due on this salary and previous salary. Chq 927 cancelled	£228.15	5hpw @ 10.301 per hour x 52/12 = £223.18 (57.79 per week) x 7 weeks = £396.55 less tax (£89.20 & £79.20) = £228.15
935	D.Graham	Repayment of expenses	£355.49	£312.00 Clerk advert £ 43.49 Printing Community Car Scheme flyer.

- b) Bank reconciliation: the 5 August 2019 bank reconciliation was distributed to councillors in advance of the meeting.

Resolved: Cheque payments and bank reconciliation were approved by councillors.

2713 Items for and date of next meeting

- a) Community Car Scheme
- b) Website
- c) Station Road Development
- d) Elect Vice-chair
- e) Committee Reports, A358 & Planning

The next meeting will be on Wednesday 13 November 2019

The chair closed the meeting at 21:35

Action Points:

Minute	Action	By
2708b	Ask Mr Marsden about lightweight Parish Plan	Clerk
2709a	Send copy of Community Car Constitution to clerk and action DBS checks for drivers	Mrs Noble
2709b	Notify agreement of calendar of pavement repairs	Clerk
2709c	Who is responsible for footpath repairs?	Clerk
2709c	Provide details of West Hatch Footpath contact	Mr Elliott
2709g	Ask Village Hall for any 'Improving Lives' ideas	Mr Reid
2710a	Contact candidates for Clerk role with interview date	Mr Graham
2710b	Contact IT contacts for what can be achieved on the website with budget of £150.00	Mr Graham, Mrs Noble & Mr Murphy
2710c	Advertise Councillor vacancies	Clerk & Mr Graham
2711a	Organise invitations to Highways England meeting on 24 September	Mr Graham
2711b	Create agenda and Book village hall for planning meeting to discuss Station Road development	Clerk

To be signed by the Chair at the next meeting (Wednesday 13 November 2019):

The minutes reflect an accurate record of events subject to any amendments listed below.

Signed:

Print Name:

Date:

Amendments:

Produced by:

Pippa Fowler, Clerk (Locum)
hatchbeauchamp.pc@gmail.com