

**MINUTES OF THE MEETING OF STAPLEGROVE PARISH COUNCIL HELD ON
THURSDAY 15TH NOVEMBER 2018 AT 5PM,
COMMITTEE ROOM, STAPLEGROVE VILLAGE HALL**

PRESENT:

Parish Councillors: Joan Bird, Michael Clark (in the chair), Alan Debenham, Simon Moon, Ian Talbot, Ros Went

District Councillors: Caroline Tucker

Clerk: Helen McInnes

Three members of the public were also in attendance.

1. Apologies

No apologies had been received.

2. Code of Conduct - Declaration of interests

All the Parish Councillors have a personal interest with respect to the North Taunton Development, as does Cllr Tucker.

3. To approve as a correct record the minutes of the meeting held on 20th September 2018

Having been circulated, the minutes were then taken as read and signed as a correct record of proceedings.

4. Police Matters

There were no Police in attendance and no report had been received. Cllr Went reported that two cars parked in the Village Hall had been broken in to on 3rd November 2018. However, nothing was stolen.

5. Questions from Members of the public re items not on the agenda

Jackie Calcroft thanked the Clerk, on behalf of RoSAG for her assistance during her time in post.

6. Clerk's report to include matters arising from previous minutes

i. Resignation and recruitment of a replacement

The Clerk reported that she had handed in her resignation and will be leaving the post on 31st December 2018. An advert has been put in a number of places, and interviews will be held on Monday 17th December 2018. The Clerk noted that she will make herself available to the incoming Clerk, and will attend January's meeting in support.

ii. Update on works carried out on the Parish

The Clerk reported that the following works had been completed since the last meeting:

- two Community Speedwatch signs have been erected on Manor Road
- the replacement noticeboard near the Post Office has been put up
- the new information sign in the Grove has been put in place
- Wessex Water have finished their works in the playground and made good.

The clearance works in the Grove will take place at the beginning of December.

7. Update on meeting with TDBC and SCC Highways on 22nd November, to discuss access to the North Taunton Development site

Cllr Clark reported that Cllr John Williams had been contacted by the Parish Council and RoSAG about the preferred option of starting construction of the spine road at the western end. This would negate the need for a 'drop down' road onto Manor Road. It is universally acknowledged that Manor Road is unsuitable for heavy construction traffic, and is already over-used.

Cllr Clark has provided a proposal to widen Mill Lane to provide access to the development site. The main focus of the meeting on 22nd November is to ensure that Helen Vittery fully understands the plans, and the benefits of the proposal. It is then hoped, that this will be made as a recommendation to the developers and planning committee.

Cllr Tucker expressed concern about the field being a flood risk and queried the site of the proposed attenuation pond. Cllr Clark noted that his proposal does not run through either of these areas. It was noted that the field was quite steep and there would be a need to raise Mill Lane (which currently dips down), and to create a cutting.

Cllr Debenham asked if there had been any progress in the proposal to extend to spine road. Cllr Clark responded that SCC Highways had agreed that the plan had some validity and that it would be added to their modelling. However, nothing had been forthcoming at this point.

8. Update from County Councillor Rod Williams on issues relating to Staplegrove Parish

Cllr Williams was not in attendance so no update was available.

Cllr Clark thanked Cllr Williams, in his absence for organising the Blessing of Somerset Wood which he had attended on behalf of the Parish Council. Cllr Clark explained that it is planned to plant 14,000 trees in memory of the Fallen from Somerset who lost their lives in WW1. The wood will eventually stretch northwards towards Hestercombe Gardens and southwards towards the railway line.

9. Request for financial support from the Citizen's Advice Bureau, Taunton

The Clerk noted that a request for financial support had been received from the Citizen's Advice Bureau, Taunton. Cllr Debenham spoke in support of the service provided by the Citizen's Advice Bureau, and a donation of £100 was unanimously agreed.

10. Discussion of proposed budget for financial year April 1st 2019 – March 31st 2020

The Clerk had produced and circulated a proposed budget for financial year April 1st 2019 – March 31st 2020. This was discussed and it was noted that the precept request for next financial year would be £8084. This was unanimously agreed.

11. To note receipt of CIL payment from development of land adjacent to 1 Elm Barton Cottages, Staplegrove Road, Staplegrove

The Clerk reported that a payment of £3107.10 had been received from Taunton Deane Borough Council. This was a Community infrastructure Levy (CIL) payment in regard of the house being built on land adjacent to 1 Elm Barton Cottages, Staplegrove Road, Staplegrove. This money can be held for up to 5 years.

12 Discussion of proposal to pay for the resurfacing of footpath T24/16 and T33/1 (Manor Road to Staplegrove Road)

The footpath T24/16 and T33/1 is a well-used and safe route between Manor Road and Staplegrove Road. The Parish Paths Liaison Officer (PPLO) has reclaimed the full width of the footpath, but this has highlighted the poor state of repair of much of its tarmacked surface. The Clerk has obtained approval from Somerset County Council to pay for the resurfacing of this path, as a one-off occasion only.

The Parish Council agreed unanimously that this would be a worthwhile endeavour. The Clerk agreed to obtain quotes for the work, both with and without edging strips.

13 To note the final recommendations of the Local Government Boundary Commission on the electoral arrangements for Somerset West and Taunton Council

The Clerk reported that the Local Government Boundary Commission had made their final recommendations on the electoral arrangements for Somerset West and Taunton Council. These will be in place for the elections in May 2019. Staplegrove Parish will be part of the Ward of Norton Fitzwarren and Staplegrove, which is one of the small number of three councillor wards.

The full report can be seen at www.lgbce.org.uk, and an interactive map is available at <https://consultation.lgbce.org.uk>

14 Membership of the Society of Local Council Clerks, and the Somerset Association of Local Councils

The Clerk asked the Parish Council to consider renewal of membership to the Society of Local Council Clerks (SLCC) and joining the Somerset Association of Local Councils (SALC). The Council noted that membership of SALC was more expensive (approximately £500 pa, but that it gave access to some crucial documents. The expenditure was agreed for this year, and will be reviewed before renewal next year.

15. Planning applications

- i. 34/18/0021 - Reconstruction and extension of garage with car port to west elevation and erection of single storey extension to east elevation at Treetops, Private Road, Taunton**

The Council considered this application, and it was felt that no comment was required.

- ii. Decisions since last meeting to be noted**

Cllr Clark talked through a paper giving details of planning applications received and decisions made since the last meeting. He noted that the most contentious application was 34/18/0014, Change of use of public house (Class A4) to a 13 No. bedroomed house of multiple occupancy at The Staplegrove Inn, 206 Staplegrove Road had been refused, mainly on grounds of over-development.

16. Financial matters

- i. Bank reconciliations – September and October 2018**

The Clerk circulated the details of the bank reconciliation for September and October 2018, which had been checked and certified by an independent person.

- ii. Budget Statement as at 31st October 2018**

The Clerk circulated copies of the Budget statement as at the 31st October 2018.

- iii. Receipts and payments since last meeting**

		£
Receipts:	Santander – bank interest (September)	15.54
	Santander – bank interest (October)	17.12
	TDBC – CIL payment re: 1 Elm Barton Cottages, Staplegrove Road	3,107.10
Payments:	Helen McInnes – September salary and expenses	403.62
	HMRC – September PAYE	56.00
	Howard SW Ltd – September grass cutting	35.20
	Royal British Legion - donation	250.00
	Charlie Saville – footpath maintenance	200.00
	Helen McInnes – October salary and expenses	350.73
	Rhys Hatherall – web hosting	80.00
	Howard SW Ltd – October grass cutting	32.50
	Sovereign Design Play Systems – equipment repairs	2493.94

The Clerk noted that the cheque for Sovereign Design Play Systems had been raised as there was a discount for prompt payment, but will not be released until the work has been satisfactorily completed.

17. Correspondence

- i. The Clerk had received an email from the Royal British Legion thanking the Parish Council for the £250 donation.
- ii. The Clerk had also been asked to publicise the Surviving Winter campaign, which encourages people to donate their winter fuel payment if they do not need it themselves. She has put posters on the Parish noticeboards, and added it to the website and Facebook sites. More information can be found at <https://www.somersetcf.org.uk/winter>

18. Any other Business

Cllr Tucker suggested contacting the Chair of Kingston St Mary Parish Council, as she had heard that they had recently recruited a new Clerk and had had a strong set of applicants. The Clerk agreed to do this.

19. Date of next meetings

The next meeting of the Parish Council will be held on Thursday 17th January 2019, and then on Thursday 21st March 2019. Both meetings will start at 5pm.

A meeting of the Staplegrove Children's playground Trust will follow both these meetings. All meetings will be held at Staplegrove Village Hall.

The meeting closed at 6.10pm

These minutes are approved as a correct record _____

Date _____