



CROSCOMBE PARISH COUNCIL

Minutes for the Meeting of CROSCOMBE PARISH COUNCIL held on Wednesday 14th October at 7.30 pm _

Note: 1 member of the public attended.

1. **Present:** Cllr Rogers; Cllr Sully; Cllr Dyer-Gibbons; Cllr Fawcett-Fice; Cllr Cansdale; Cllr Morris; Cllr Parker.
2. **Apologies for absence** none
3. **Absent:** None
4. **Declarations of Interest** None
5. **Draft Minutes of Meeting held on 7th October 2020** Resolved: corrections and amendments to be forwarded to Cllr Morris for inclusion in final draft to be signed by Chairman. (since actioned and published)
6. **Submission of Register of Members Interests forms:** Cllrs Cansdale, Dyer-Gibbons, and Fawcett-Fice received. Cllr Parker sent direct to MDC Monitoring Officer.
7. **Planning Matters:**
 - a. **2020/0954/FUL** Erection of an agricultural barn, including the new vehicular access and track, and earth bund (part retrospective.) Land At Thrupe Lane Masbury Wells. For information only as although works have commenced the application is now withdrawn.
 - b. **2020/1538/APP** and **2020/1520/APP** Application for approval of details reserved by conditions 3 on listed building consent 2018/1753/HSE. Gemini House Long Street Croscombe Shepton Mallet Wells Somerset BA5 3QH. For information only.
8. **Croscombe Parish Council vision statement.** Cllr Sully introduced the concept of a vision statement for CPC. Some discussion ensued as to the purpose of the vision statement, and it was clarified that it was distinct from *local planning statements*, or a *mission statement*. The vision statement is a description of *who we are*, not what we do. Cllr Sully conducted an exercise whereby Cllrs nominated three words they felt described what CPC should be, to identify common themes. Action: Cllr Sully to incorporate the output of the exercise to the draft vision statement for adoption.
9. **Delegation of responsibilities and wider stakeholder engagement: proposed committee structure.** Chairman asked Cllr Morris to speak about a concept paper describing a committee structure. Cllr Morris stressed that paper was simply illustrative of what a committee structure might look like, but the detail and titles were to be discussed, and it was not intended to be a finished proposal for acceptance. Cllr Morris suggested that the work of a Parish Council in terms of powers and duties should be the start point for any division and a



CROSCOMBE PARISH COUNCIL

summary of PC powers was distributed to Cllrs, and invited to suggest what matters might fit where in a committee structure. A healthy discussion took place around the nature of various types of supporting committee (committees, sub committees, advisory groups, working groups) and some relative pro's and con's. A general consensus was that some matters (such as planning recommendations) were too important to delegate, and that routine council matters were uninteresting- project teams for specific activities were more likely to attract engagement from the wider community. The discussion also covered the accountability and governance of non-councillor members, and there was a feeling that committees risked ceding too much power from full council, and the possibility of integrity issues.

The recent flooding in the village was held up as a positive example of where the council could review village emergency flood planning was urgently needed. **Cllr Rogers proposed a vote, Seconded : Cllr Parker: Resolved: To establish a committee and decide upon its best working structure. Cllr Parker was elected as Chair, and Cllr Cansdale as Vice Chair.** Action: committee chair/vice chair to engage with likely volunteers for support and prepare terms of reference for adoption by full council.

The discussion turned to communications, and the importance of conveying information in a timely and accessible manner, noting that although there is a presumption towards use of new media (website, emails, social media etc) not all parishioners are users or have access. Communication is a particularly fluid area that often cannot wait for the process of convening a full meeting to resolve an action, so an example of where delegation is beneficial. Cllr Parker raised the historic arrangement of "zone councillors" as a means of engagement for people who are not necessarily internet users. Publicising the "new" council was also seen as a priority, with biographies to be published in Roundabout.

Cllr Rogers proposed To form a Communications & Community Engagement Committee: Seconded Cllr Sully: Resolved. Cllr Sully elected as Chair, and Cllr Dyer-Gibbons as vice Chair. Action: committee chair/vice chair to draft terms of reference for adoption by full council. Action (all): submit pen pictures/biographies to Cllr Sully for inclusion in Roundabout.

10 Date of next Meeting: Cllr Rogers proposed the 18th November, at 7.30 p.m.

Addendum: due to further imposition of restrictions to combat COVID-19, the next council meeting will be held via Zoom rather than in person.

As amended by Full Council November 18th 2020

Signed

Dated