

MINUTES OF CROSCOMBE PARISH COUNCIL FULL COUNCIL HELD AT THE OLD SCHOOL HOUSE ON WEDNESDAY 22 July 2021, 7:30PM

PRESENT: Cllrs G Parker; J Cansdale; M Rogers; C Sully; B Gudzelak.

IN ATTENDANCE: G Pettitt (Parish Clerk); three members of the public.

PUBLIC QUESTION TIME: No one wished to speak.

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Cllr Fawcett-Fice; Cllr Dyer-Gibbins **RESOLVED:** To accept the apologies and reasons given.

02. DECLARATIONS OF INTEREST: There were no declarations of interest.

03. EXCLUSION OF PRESS & PUBLIC: No items required exclusion.

04. CHAIR'S ANNOUNCEMENTS: There were no announcements.

05. FAYRE WAY TREES

Resident has brought to Council's attention a large willow and beech on Fayre Way with low hanging branches. Highway tree management is the responsibility of Somerset County Council. Cllr Rogers has spoken with Andrew Turner, Deputy CEO at Somerset County Council as well as Mendip District Council. Dealing with Ash dieback has consumed SCC budget for the year so aesthetic maintenance is not possible. The department has applied for increased budget and in autumn / winter will have more teams so may be able to attend the trees then.

RESOLVED: The Chair and Vice Chair will visit the resident to explain the situation. Approved.

06. PROPOSED CLOSURE OF ST ANDREW'S WARD, WELLS:

Emma King addressed the meeting. She explained that the majority, on consultation, were in favour of keeping the ward open with close to 100,000 signatures to the petition. No evidence is given for the reasons for closure, however closure date has been extended to September 2022. Impacts of Covid have not been considered. The move does not save money. She suggests the Council sends a letter to the CCG opposing closure; sign the petition; share the petition.

RESOLVED: Croscombe Parish Council to write a strongly worded letter in support of the campaign to retain St Andrew's Ward, and to give the public an indication of what they could write in support. Approved.

07. MINUTES OF PREVIOUS MEETINGS

- i. Minutes of Croscombe Full Council held Thurs 10 July 21. Approved.
- ii. Minutes of Croscombe Full Council Extraordinary Meeting held Weds 23 June 21. Approved.
- iii. Debrief on public meeting procedures. Council will await for agency reports before forming an opinion on planning applications and secure an extension if necessary. To call an informal meeting to discuss difficult applications rather than use social media.

08. PARISH ORCHARD

Cllr Rogers informed the meeting that permission has been gained from Dinder Estate for the planting of an orchard in the top section of the field to the south of the burial ground; and that the Crocombe Society picnic tables and benches will be taken from Griffins Green to the burial ground for the Parish Picnic to which residents can bring their own food. An A5 flyer will be produced to organise the picnic for Sunday 22 August and to introduce plans for the orchard to be planted between October and February 21/22. People will be asked if they wish to purchase a tree; Cllr Rogers will purchase these. People may also purchase a memorial plaque for their tree. Noted the area may need a sign and dog waste bin.

RESOLVED: That a Parish Picnic working group be formed. Members of the group to be Cllrs Rogers and Cansdale, and members of the public, Mary Cadogan and Helen Huckvale. Approved.

RESOLVED: That the Parish Picnic working group will investigate tree sources, types and best practice etc. for the Orchard. Approved.

09. FINANCIAL RISK ASSESSMENT

RESOLVED: That the Financial Risk Assessment be approved on the understanding that it is a living document and reference to the play area must be added. Approved.

10. CROSCOMBE PARISH PLAN

- i. Date for setting up a meeting to discuss the Parish Plan deferred to September Full Council.
- ii. Agreed that options for fast broadband in the village be investigated and results brought to a further meeting.

11. FINANCE

- i. **RESOLVED:** To approve payments as listed in Clerk's report. Approved.
- ii. **RESOLVED:** To approve the Current a/c reconciliation to 14 July 21. Approved.

12. CLERK

- i. **RESOLVED:** To obtain estimates for the maintenance of village noticeboards. Approved.
- ii. Noted that the St Cuthbert Out Parish Council may be refurbishing the boundary marker on the A371.

13. REPORTS

- i. Flood Committee: Cllr Parker reported that the committee had attended a Zoom presentation by the Met Office. Somerset Rivers Authority with Somerset Films had conducted some filming for their documentary on Somerset flooding and the impact of Climate Change. The SCC Section 19 report is imminent; when received Council will have 28 days to respond and comment through Flood Committee meeting and consultation with parishioners.
- ii. Staffing Committee: Cllr Parker presented the draft Contract and Job Description. In places, there are alternative options available and the Council was asked to agree its preferred option.
RESOLVED: Contract 6.2: to adopt the second option 'You have been appointed to a single salary point and the Staffing Committee will review your salary annually on the anniversary of your appointment.'
RESOLVED: Contract 6.3: 'In addition one additional salary point will be added to your salary, up to a maximum of four points, for success in obtaining or already holding each of the following relevant qualifications:
 - The Certificate in Local Council Administration and other qualifications such as:

- Certificate in Local Policy Studies First Year
- the Certificate in Local Policy Studies
- the Diploma in Local Policy Studies
- BA (Hons) Degree Local Policy Studies (University of Gloucestershire).'

Approved.

RESOLVED: Contract 7.4: Not to include 'The Council will pay an agreed sum to take into account the use of space, lighting, heating and electricity due to working from your private premises.' The Clerk/RFO is entitled to claim tax relief of up to £6 per week. If circumstances change, the Staffing Committee can consider whether Contract 7.4 should be reinstated. Approved.

RESOLVED: Contract 7.5: 'The Council will provide a dedicated computer for Council work.' Approved

RESOLVED: Contract 7.6: 'The Council will pay for all necessary computer software or upgrades necessary for you to fulfil the duties required by the Council.' Approved.

RESOLVED: Contract 7.7: 'The Council agrees to fully indemnify you for both Employers and Public Liability Insurance for working from your own premises or any additional premium required by you to the Council's own insurance.' Approved.

The Contract was approved.

RESOLVED: Job Description 14: 'To prepare, in accordance with the Council's Press and Media Policy, press releases about the activities or decisions of the Council.' Approved.

The Job Description was approved.

iii. Play Area Working Group

- a) RoSPA report. Noted that there are a number of issues that require immediate attention.
- b) **RESOLVED:** Cllr Rogers will conduct the weekly playground inspection.
- c) Clerk is researching a loan option & Tilly Watson is preparing fundraising for new equipment.

iv. Traffic Working Group: No report.

- v. Footpaths: Action has been taken on the footpath by the Pound and is being monitored. Cllr Sully will be responding to the planning application referred to in previous minutes to move the footpath at Crapnell Farm.

14. LOCAL AUTHORITY REPORTS

- i. Avon & Somerset Police: Report noted
- ii. Somerset County Council: Report noted
- iii. Mendip District Council: Report noted

CLOSE 21:58

The next meeting is scheduled for Thursday 2 September 2021.

Signed

Date

Actions

Visit resident re Fayre Way trees	Cllrs Rogers & Sully
Letter re St Andrew's Ward and public notified	Clerk
Investigate orchard tree options	Parish Picnic Working Group
Add Play Area to Financial Risk Assessment	Clerk
Investigate fast broadband	Clerk
Obtain estimates for noticeboard maintenance	Clerk
Conduct weekly Play Area Inspection	Cllr Rogers