

# **MINUTES OF CROSCOMBE PARISH COUNCIL FULL COUNCIL MEETING HELD AT THE PARISH ROOMS ON Thursday 4 August 2022, 7:00PM**

**PRESENT:** Cllrs B Gudzelak, M Rogers, A Ford, H Shergold, C Jackson, S Fawcett-Fice, K Egan.

**IN ATTENDANCE:** G Pettitt (Parish Clerk)

**PUBLIC QUESTION TIME:** No members of the public present.

**91. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

All members present. Apologies received from Cllr Martin Lovell (SCC).

**92. DECLARATIONS OF INTEREST** There were no declarations of interest.

**93. EXCLUSION OF THE PRESS AND PUBLIC** No items required exclusion of press & public.

**94. CHAIRMAN'S ANNOUNCEMENTS** Cllr Shergold reported on an overgrown garden.

**95. MINUTES OF PREVIOUS MEETING**

- i. **RESOLVED:** To approve and sign the minutes of Full Council 23 June 2022. Approved.

**96. PLAY AREA WORKING GROUP (PAWG)**

- i. PAWG report: Cllr Gudzelak reported that work is completed and the working group has raised the final funding, however Creative Play are charging for extra time, which is now under negotiation. Safety inspection of the site will be conducted on the Monday following the meeting. Steps from the old trim trail will be placed within the willow den as seats. Trees adjacent to junior area need trimming - these trees to some extent contributed towards the deterioration of the timbers to the previous junior swing set. Cllr Shergold will approach the Village Hall to discuss.
  - a) Launch of Play Area: The PAWG suggest the official opening ceremony be held on Saturday 10 September. This is the same day as the Charter Market, which will have a bouncy castle and hog roast. Ribbon and banner showcasing funders to be purchased.  
**RESOLVED:** To approve the Play Area Launch to be held 10 September, unless circumstances dictate a different date. Approved.
  - b) Phase 2: **RESOLVED:** To commence the consultation process for Phase 2 of the Play Area refurbishment at the Launch event, 10 September '22. Approved.
- ii. Residents' concerns: Cllr Gudzelak will contact those members of public with concerns about the new Play Area.
- iii. Review of PAWG: see Staffing - item 105.

**97. ORCHARD WORKING GROUP (OWG)**

- i. Cllr Rogers reported that maintenance and watering of the area continues to be managed by the OWG.

**98. TRAFFIC**

- i. Noted that St Cuthbert (Out) Parish Council will approve the sharing of their SID device with Croscombe Parish Council once the MOU has been agreed. The device will be in place probably twice a year for 10 days at a cost of £30 for each session. The trained member of SCO PC will install the brackets once purchased.
- ii. Active Travel research: A member of the public has sent back fully annotated maps of routes to Dinder, which will be transferred to Parish Online. Further annotations are expected.

**99. EVENTS**

- i. **RESOLVED:** To approve the holding of an Autumn Orchard Working Group Picnic, probably 4 September. Approved.
- ii. Noted that all jubilee mugs are now claimed.

## 100. APPOINTMENTS

- i. **RESOLVED:** To appoint Cllr Jackson as Parish Path Liaison Officer. Approved.

## 101. PARISH PLAN

- i. Steering Group: **RESOLVED:** To set up a Steering Group to work towards the Parish Plan, (Smart Community Plan if successful). Approved. A number of members of the public were considered to approach. Noted 2 councillors and 4 members of the public will be the optimum. Cllr Shergold will call for participants in the Roundabout.
- ii. **RESOLVED:** To appoint Cllrs Shergold and Gudzelak to the Steering Group. Approved.

## 102. POLICY REVIEWS

- i. Standing Orders: Noted that NALC had amended the model Standing Orders, item 18, in April 22. This amendment could affect the tendering process for Phase 2 of the Play Area. **RESOLVED:** To accept the NALC model Standing Orders as amended April '22. Approved.
- ii. Co-option Policy: **RESOLVED:** To defer the review of the Co-option Policy and Cllrs Shergold and Egan will submit their amendments to Council for the next meeting. Approved.
- iii. Data Protection Policy  
**RESOLVED:** To approve the review of the Data Protection Policy. Approved.

## 103. FINANCE

- i. The bank reconciliation to 31 July 2022 was noted.
- ii. Payments: Noted agenda listing referred to the last Full Council payments. **RESOLVED:** To approve payments: Recharge for Election - £1,179.83; Play Area refurbishment £44,903.98; Meeting room Hire Jan '22 to May '22 £33; Additional Play Area downtime charge £912; Salary Month 5 £529.60; Web Hosting 8.40. Note that the down time charge is subject to negotiation. Approved.  
Note the final Play Area payment will be made post snagging defects made good.  
**RESOLVED:** To approve Bank Charges quarterly through the year at £18 per quarter. Approved.
- iii. Budget review: deferred.

## 104. PLANNING

- i. **PLANNING COMMITTEE MEMBERS RESOLVED:** To approve bringing two outstanding Planning Applications, 2022/1457/TCA & 2022/2805/FUL to Full Council. Approved.
- ii. 2022/1457/TCA. **RESOLVED:** To offer no objection to Planning Application 2022/1457/TCA - T1 - Poplar - Fell. Approved  
2022/2805/FUL. **RESOLVED:** To offer no objection to Planning Application 2022/2805/FUL - Construction of a multi-user path along disused railway from Hamwood Viaduct through Windsor Hill tunnel and across Bath Road Viaduct to link to Shepton Mallet. (Arboricultural Report rec'd 26.04.2022) NB ADDITIONAL INFORMATION. Approved.

## 105. STAFFING WORKING GROUP Cllr Fawcett-Fice reported recommendations to Full Council:

- i. Councillors to note that the clerk takes instruction from Full Council, not individual councillors
- ii. To discuss email requirements. Most cllrs prefer clerk to filter email circulars. Clerk will look at auto forwarding to Chairman.
- iii. Noted that training opportunities are available for Councillors that are valuable both for new councillors and as refreshers. Councillors are encouraged to take training.
- iv. Working groups are requested to write reports for Full Council.  
**RESOLVED:** To approve the Staffing Working Group recommendations. Approved.

## 106. ZONES - item deferred.

## 107. CULVERTS & DRAINS

- i. Noted report from Mendip District Council on River Sheppey Communities Flood Resilience.
- ii. Noted recent surface water flooding is being investigated by Mendip District Council.

## 108. A371 WORKING GROUP

- i. To note correspondence from Westbury Sub Mendip Parish Council suggesting a working group of City, Town and Parish Councils along the route of the A371 be formed to share concerns, mutual interests and have effective representation to meet the needs of residents living along the A371. Such a group would have a stronger voice in making recommendations to improving road conditions and traffic. An inaugural meeting is expected to take place in October.
- ii. **RESOLVED:** To participate with parishes along the A371 in the Working Group proposed by

Westbury sub Mendip Parish Council to pool resources and representation. Approved.

- iii. **RESOLVED:** To appoint Cllrs Ford and Fawcett-Fice as representatives to the A371 Working Group. Approved.

**109. LOCAL AUTHORITY REPORTS**

- i. Avon & Somerset Police - Noted
- ii. Mendip District Council - Noted
- iii. Somerset County Council - Noted

**CLOSE**

The next meeting is scheduled for Thursday 15 September 2022.

Signed .....

Date .....