**ABBAS AND TEMPLECOMBE PARISH COUNCIL**
**Minutes of the Meeting held on the**
**9th May 2017**

**PRESENT** Councillors M Batchelor (Chairman), R Cave (Vice Chair), C James, G Wilson, Paula Batchelor, C Hukins, Sarah Webb, C Mintern, A Haskell

**IN ATTENDANCE**
**2 Parishioners**

Chairman welcomed the Parishioners and commenced the open session.
Mr A Kerry wished to raise three matters as follows:-

- He referred to the recent Community Speed Watch (CSW) discussion that appeared on the Templecombe Voice. He felt that some explanation was needed as to what the Community Speed Watch group can and cannot do and how they operate. It was felt that an article in the June edition of the newsletter would be appropriate.
- A recent communication from Martyn Evans – SCC stated that Somerset County Council are not responsible for enforcing the speed limits in the Village and the police should be asked to deal with it. The Somerset Community Speed Watch Group have indicated to the Templecombe CSW group that there is a serious issue of speeding in the Village because the group are identifying a high number of 'speeders' in the Village compared to other groups. The Police have been contacted and they are willing to help but they are unable to identify a suitable site between the start of the 20mph limit at Yarnbarton and build out 4. This means that in the narrowest part of the Village there is an unenforceable speed limit. A site on the north side of the Village has been identified.
- He referred to an advice note on the Somerset County Council website relating to Small Improvement Scheme projects. The document recommends an installation procedure for a variety of pedestrian crossings. Mr Kerry considers that as the crossing is already in a 30mph zone with adequate visibility, according to the document, build outs are not necessary and initially the 30mph limit should have been enforced. He indicated that the data accumulated by the CSW group and a test run carried out by the Police shows that the build outs are not slowing the traffic down. The resulting damage to properties around build out 4 happens mostly when there is congestion and vehicles are travelling slowly.

The use of flashing signs was discussed and whether this was something Thales could provide. Chairman commented that permanently installed signs could be considered from the 106 Agreement associated with the Slades Hill development. William Wallace had indicated previously that if the build outs were removed the Village would lose the crossing.

I Middleton enquired about the abandoned car that is currently in the School Lane car park. Clerk reported that Lynette Osment – SSDC had been informed and she would arrange for a notice to be put on the vehicle.

**1 APOLOGIES FOR ABSENCE**
J Grierson, T Loader, Mr William Wallace County/District Councillor, PCSO John Winfield

**2 MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 11th APRIL 2017**
It was proposed by R Cave and seconded by Paula Batchelor that the draft Minutes, as previously circulated, be agreed as correct and signed by the Chairman.

**3 DECLARATIONS OF INTEREST AND DISPENSATIONS**
A Haskell declared an interest in Agenda item 7). Sarah Webb declared an interest in Agenda item 5 3) and also as a School Governor.

**4 CORRESPONDENCE**
Received since the last meeting as discussed:-
1) Mrs A Maw – Lord-Lieutenant of Somerset – Somerset Remembers – 26.4.17. Chairman read out the letter to Members. An event will be held on the evening of Tuesday 6th November 2018.
2) Somerset Rivers Authority – What is Somerset Rivers Authority proposing to do in 2017/18 with its £2.843m. Chairman referred to the pie chart showing the percentages allocated to the various services.
3) Total Transport – Total Transport Strategy. Chairman read out the e mail dated 9.5.17 which gave details of two of the ten events being held across the County throughout June. The events are aimed at anyone aged 50+ who is not currently volunteering.

4) E Mail dated 9.5.17 – Paul Blowfield – Public House in Templecombe. Chairman referred to the reply Mr Blowfield had received from Mr David Warburton MP who indicated that he was in support of local pubs and would be willing to assist where he could after the election.

**5 PLANNING**

**1) Determination of Applications**

Planning application no 16/04551/REM – Application for the approval for the remaining reserved matters (appearance, landscaping, layout and scale) of outline planning approval 12/03277/OUT (Mixed use development comprising up to 75 dwellings, B1a, b and c employment, D1 multi purpose community building and associated development) – Land at Slades Hill Templecombe BA8 0HE **(Granted)**

Planning application no 17/00753/FUL – The erection of a detached double garage – 15 Slades Hill Templecombe BA8 0HJ **(Granted)**

**2) Notification of Area East Committee Meeting to be held on the 10th May 2017 at 9.00 am at The Council Offices Churchfield Wincanton (R Cave)**

R Cave informed Members there were no matters to report.

**3) Slades Hill development/Slades Hill 106 Agreement – update**

**a) Update on result of decision made at Area East Committee Meeting 12.4.17**

Chairman reported that he and C Hukins had attended the Area East Committee Meeting held on the 12.4.17 and he had been able to speak on behalf of the Parish Council. It would be important to not lose any of the benefits to the Village from the 106 Agreement. It was noted that all the roads would have to be to an adopted standard and a condition to this effect would be included in the decision notice. If the extension to the burial ground is fenced off the costs may fall to the Parish Council. It may be that this could be directed to the developers whilst the building work is taking place.

**b) Copy correspondence M N Broomhead 12.4.17 Angela Nolan 12.4.17**

Chairman reported the above correspondence to Members.

**At the request of C Mintern and the agreement of the Members Agenda items 8 and 10 were brought forward and discussed at this point in the meeting:-**

**8 VILLAGE HALL – A HASKELL/T LOADER**

**1) Rendering Village Hall – update**

Clerk confirmed that the rendering had now been fully completed. The invoice amounting to £4,584.00 had been received.

Clerk had prepared a cheque in settlement for approval at Agenda item 5.

**2) Oil Tank**

Clerk reported that a service check had been carried out on the boiler. It had been reported that the oil storage tank was rusty and the sight gauge does not comply with current regulations. Alan Berry felt that it may be appropriate when replacing the tank to have a smaller tank. It was felt monies from the Slades Hill 106 Agreement could be used for the replacement. Clerk was asked to check the Village Hall's insurance cover to ensure there is cover in place if any decontamination of the grounds was needed.

**3) Other**

No other matters to report.

**10 HIGHWAY MATTERS**

**1) Road Scheme – update**

**a) Questionnaire – update**

Copies of the Questionnaire have been placed in the Westcombe Stores, Hairdressers and Social Club together with collection tubs. Also copies have been given to the School and Thales. A copy had gone out with the monthly newsletter to every house in the Village. Replies were starting to come in. The Questionnaire is also available online. It was agreed replies should be in by the end of May. C Mintern agreed to collate the replies.

Chairman referred to an e-mail received from Kate Stockman dated 8.5.17 giving her observations of traffic movements within the road scheme and her concerns with the speed of vehicles. Members shared her e mail during their discussions and acknowledged the concerns raised.

**b) David Warburton – reply from Mr David Fothergill**

Chairman read out the reply that David Warburton had received as a response to his e mails dated 1st and 22nd March in connection with the road scheme. It stated the following:-

- Safety Audit is an independent report, solely concerned with issues of safety on the public highway.
- Previously video cameras had been set up at the two contentious build outs, no operational issues or concerns were noted.
- Every effort has been made to address the issues of traffic speed and pedestrians crossing within the topographical constraints of the Village.

- Monitoring will continue, it is felt the safety of the residents has improved and the aims set out have been achieved.

**2) Community Speed watch in Templecombe – update if applicable**

The group is continuing to carry out regular sessions.

**3) Templecombe WI – Gardening Projects – update if applicable**

Clerk reported that the site meeting with Mr John Nicholson – SCC had taken place on the 18th April to investigate the shrub bed on Slades Hill. Initially, WI working parties will take place on the 12th and 14th May to cut back some of the shrubs and improve visibility at the junction.

**4) Other**

Chairman read out letter dated 5th May 2017 received from Eileen Bate, Templecombe WI President. They had concerns at the lack of signage from the main A357 indicating the location of the Village Hall and Primary School. They would like signage similar to the Thales signs that were put up some years ago. Clerk was instructed to make an initial enquiry with SCC Highways as it was felt there are now costs involved and a licence may need to be obtained. Clerk would acknowledge the letter from the WI and indicate we are seeking further information.

Clerk reported that she had received a call from a resident of Merthyr Guest Close concerning the difficulties they were experiencing when turning left, on to Vine Street, due to the number of parked vehicles as visibility is impaired. They also had concerns at the speed of vehicles and vehicles going the wrong way on the one way system.

The following highway matters were reported and the Clerk would take them up with SCC Highways and SSDC:-

- It was noted the pavement area outside of the Manor House was uneven
- A triangular cover, under the railway bridge, is showing signs of road damage around it.
- The "Yarnbarton" sign at the entrance to the complex of bungalows, adjacent to the Mendip Flats, is broken – one of the supports has broken off and the sign is only supported properly by the remaining post. The water hydrant marker has also come out of the ground.

**The meeting continued with Agenda item 6**

**6 ACCOUNTING MATTERS**

**1) To approve accounts and sign cheques**

It was proposed by Paula Batchelor and seconded by C Hukins that the following cheques be paid:-

| | |
|---|---|
| Mrs D Vanstone – Fee for internal audit yr end 31.3.17 | 60.00 |
| Water2business – water usage 13.10.16 to 4.4.17 – Changing Rooms/ Social Club | 449.65 |
| Came and Company – Insurance Premium 2017/18 | 2,067.49 |
| Manor Farm (North Cheriton Partnership) – work to topper | 264.00 |
| J Pratt (Groundsman) – Salary/Expenses April 2017 – Recreation Ground/ Churchyard/Burial Ground | 336.80 |
| Shawscape Landscaping – Rendering work to Village Hall | 4,584.00 |
| T Chapman (Clerk) – Salary//expenses May 2017 | 383.06 |
| Snell Print Limited – Questionnaire printing – Road Scheme | 150.00 |

**2) To approve Internal Controls**

Copies of the Internal Controls had been circulated to Members prior to the commencement of the meeting. The controls were reviewed and it was agreed that the following additional clauses should be included:-

- Standard procedure for purchases is to obtain three quotes from different suppliers to place before the Council for a decision. If, due to the nature of the item to be purchased where multiple suppliers may not be available, as many quotes as possible shall be placed before the Council
- In an emergency situation, such as breakdown of equipment, the Clerk may obtain the permission of the Chairman and/or Vice Chairman before proceeding to place an order
- The Clerk is authorised by the Council to make small purchases such as stamps, paper and printer ink without the usual controls. The Clerk must supply all invoices for such purchases to the Council for accounting purposes

Subject to the above Internal Controls are accepted by Members.

**3) Completion of the Annual Return – year end 31.3.17**

**a) Completion of the Annual Governance Statement 2016/17**

Chairman read out the Annual Governance Statement 2016/17 to Members. All the necessary action had been taken and the statements agreed. Chairman/Clerk signed the statement.

**b) Completion of Accounting Statements 2016/17**

Chairman referred to the Accounting Statements 2016/17 which were in agreement to the approved accounts for 2016/17. Chairman/Clerk signed the statement.

**4) Review of Annual Rents**

Clerk reported the following annual rents as at 2016/17

**Tennis Club £340.00**

**Social Club £443.00 (Reviewed, as per terms of Lease, in 2015)**

Members discussed the rents and were in agreement that they should remain for 2017/18.

**5) Other**

Clerk reported that the April Utility Warehouse electricity account, for the changing rooms, amounted to £16.31. The sum of £1,331.62 had been received from H M Revenue and Customs in respect of VAT refund for the period 1.4.16 to 31.3.17.

**Councillor C Mintern left the meeting at 9.00 pm**

**7 TEMPLECOMBE SCOUT GROUP REPORT/SCOUT HUT – C HUKINS**

**1) Scout Hut proposals – update**

C Hukins reported that the Scout Group had also been meeting tonight. Clerk would chase up Mr Charles Rutter at Rutter and Rutter Solicitors with regard to the draft Lease.

**Agenda item 8 dealt with earlier in the meeting.**

**9 TEMPLECOMBE COMMUNITY EMERGENCY PLAN – UPDATE (J Grierson/R Cave)**

In J Grierson's absence the following report had been forwarded to Clerk prior to the meeting:-

- J Grierson has a meeting with the management of Thales scheduled for late May, date to be confirmed. The implications of Thales closing Throop Road in the event of an emergency on their site could be significant and this will be raised with them at the meeting in May.
- It was noted that the Templars Nursing home was closing.

**Agenda item 10 dealt with earlier in the meeting.**

**11 FOOTPATHS**

In J Grierson's abence the following report was forwarded to Clerk prior to the meeting:-

- Nothing major to report. J Grierson would be checking the paths that may need strimming on his return. It was noted that the path to the Merthyr Guest bungalows had been used for fly tipping a few branches and he would also deal with this on his return.

**12 TREE WARDEN'S REPORT**

C James reported that he had checked the TPO horse chestnut tree in the Hamlet as a fire had been lit under it. He would be dealing with the dead tree at the Recreation Ground that needed removing. He also reminded Members that the lime tree in the former Rectory garden has TPO on it. Paula Batchelor reported that there is an Ash tree, adjacent to the burial ground that may also need removing.

**13 BURIAL GROUND/CLOSED CHURCHYARD**

**1) Maintenance of closed Churchyard and Burial Ground – update**

Clerk reported that Tom Trouton had indicated that he should be able to start the work to the boundary wall in the Churchyard in June. Clerk had asked Peter Coombes to carry out the weed spraying work in the Churchyard and around the Village Hall. Paula Batchelor reported that she and Chris had started to clear the weed growth around the roses adjacent to the trackway.

**2) Other**

No other matters to report.

**14 NEWSLETTER**

Chairman reported following articles to be included in the June edition:-

- Friends of Templecombe Station
- Details of steam trains expected through the station
- Village road scheme – Questionnaires
- Templecombe Speedwatch Group
- He was asked to include an article pointing out that Parish property must not be used for dumping of any waste, however produced. This was agreed.

**15 RECREATION GROUND MATTERS/CHILDREN'S PLAY AREA**

**A) Play Area**

1) Weekly/Quarterly/Annual Play Area Inspection Reports

Groundsman reported that there is a split in one of junior swing seats. Paula Batchelor would have a look at it and check to see if the seat had any guarantee.

**Following matter in need of attention or updating:-**

**a) North East boundary fence/dumped rubble – update**

Clerk reported receiving a telephone call from the resident of the property concerning the rubble and soil that had appeared along the fence bordering the Recreation Ground. The resident indicated that he intended to level it out and compact the area. Clerk was instructed to write to the resident indicating that it is illegal to carry out any works within the Recreation Ground without prior permission and that the Parish Council wished the area to have top soil put on it and re-seeded with grass seed.

**b) Replacement Scramble Net – update (Paula Batchelor)**

Paula Batchelor reported that Simon Williams intended to come to the Recreation Ground next Tuesday, weather permitting. He would install the new rubber tile for the roundabout and glue down any that needed securing. He would also have a look at affixing the scramble net to the multi twist unit.

**B) Social Club**

**1) Social Club Report (C Hukins/C James)**

C James reported that all was in order.

**2) Disabled toilet – alteration to door opening/installation of alarm – update**

C Mintern reported that he would arrange for someone to have a look at the disabled toilet.

**C) Disabled toilet – Changing rooms – update**

This would also be looked at when the disabled toilet in the Social Club is being looked at.

**D) Templars Tennis Club – Public Liability Insurance – update**

Chairman referred to the reply received from Came and Co dated 27th April. They stated that if the Parish Council has devolved responsibility for maintaining the tennis courts to the tennis club they should possess their own public liability insurance. In terms of the activity of playing tennis the tennis club should possess public liability insurance as the Parish Council's policy cannot cover a claim for injury or damage. A copy of the full reply has been sent to Paul Hawkins, tennis club treasurer. As the Parish Council would not be held liable for actions that could happen on the court the tennis club should obtain their own insurance.

**E) Other**

Clerk reported that Peter Coombes had asked whether the Parish Council wished him to cut the Vine Street hedge this year. It was felt that the boundary hedge with Mr Jeanes probably would not need cutting this year, especially where the new planting had taken place. Some cutting back around the seats/dog bins could be undertaken by the Groundsman. Members were in agreement to asking Peter Coombes to carry out the work to cut the Vine Street hedge at the appropriate time of the year.

**16 ANY OTHER BUSINESS/ITEMS FOR AGENA FOR THE NEXT MEETING ON THE 13TH JUNE 2017**

Mr Hayward Burt, newly elected District Councillor, would be asked to attend the next meeting.