ABBAS AND TEMPLECOMBE PARISH COUNCIL
Minutes of the Meeting held on the
12th September 2017

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

IN ATTENDANCE
Mr Hayward Burt (District Councillor), 5 Parishioners

Chairman welcomed everyone to the meeting and commenced the open session. He thanked Robin Cave for the chairing the August meeting.

Mr Meddix offered to attend the meeting and reported that he had looked at the information that the Parish Council may wish to include on a website. The following points were covered:-

- Accessibility
- Availability of funding, to set up a website, from the Transparency Fund
- Whether the provider would update the site or other authorised parties
- Word Press is normally used which is available free
- Approximate costs to set up in the region of £1,000 with ongoing costs £70 to £99

J Grierson felt that thought needed to be given to who would be responsible for updating the site and it would not be practical to open it to the public. He also felt that an area of the website should be private to the Council and probably password controlled. He considered that the inclusion of adverts could be detrimental to the website. Chairman reported that the sites the Parish Council had already researched are charging set up fees in the region of £500. He felt it was appropriate to have an additional meeting to discuss the matter further. It may well be better for the Parish Council to have their own website. Mr Meddix would be happy to advise and help where he could.
Mr Burpitt asked if the press/TV would be attending the site meeting in connection with the road scheme. He felt strongly there was an issue with vehicle speed and health and safety matters. Mr Kerry responded that the meeting would be senior representatives of Somerset County Council (Highways) and would be a fact finding mission looking at the whole of the scheme. Mr William Wallace would be finalising the arrangements for the meeting.
Mrs Donna Bridgewood referred to her planning application, which would be discussed under planning matters for change of use. Due to a rise in overheads she is intending to construct a wooden structure in her garden area at 2 Bowden Road. She would then run her business from her home. She had previously run her business from home and there had been no problems with parking. With regard to the Christmas trees for 2017 she was awaiting a budget. She hoped to approach Thales. It was suggested that the large tree could be moved further up the road.

1 APOLOGIES FOR ABSENCE
Mr William Wallace (District/County Councillor), PCSO John Winfield

2 MINUTES OF THE PARISH COUNCIL MEETING HELD ON THE 8TH AUGUST 2017
It was proposed by Sarah Webb and seconded by C James 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 6).

4 CORRESPONDENCE
Received since the last meeting as discussed:-
1) CAB – e mail dated 23.8.17 – Acknowledgement of donation. Noted.
2) St Margaret's Hospice Care – letter dated 24.8.17 – Acknowledgement of donation. Noted.
3) Dorset and Somerset Air Ambulance – letter dated 23.8.17 Acknowledgement of donation. Noted.
4) Somerset Rivers Authority end of year Report 2016/17 (circulated prior to meeting). Noted.
5) Somerset Waste Partnership Briefing August 2017 (circulated prior to meeting). Noted.
6) RNAS Yeovilton – Dave Wilson (Community Relations and Visits Co-ordinating Officer) – Invitation. Chairman read out the invitation to attend a reception to showcase the Royal Navy's efforts in promoting Science, Technology, Engineering and Science (STEM), to be held on the 27th September from 1730-1930 hours. Chairman, C Mintern and C Hukins would like to attend. Clerk would reply accordingly.

5 PLANNING
1) Determination of Applications
Planning application no 17/02847/FUL – Change of use of land to equestrian. Erection of stables, garage and tack room – 11 Throop Road Templecombe **(Granted)**

Planning application no 17/02551/FUL – The erection of 2 no dwellings – Land OS 4148 Part Lily Lane Templecombe **(Granted)**
Planning application no 17/03093/AGN – Notification of intent to erect an agricultural building – The Empire Farm Throop Road Templecombe **(Prior approval is not required)**

2) Notification of Area East Committee Meeting to be held on the 13th September 2017 at 9.00 am at The Council Offices Churchfield Wincanton (R Cave)
No matters to report.

3) Planning application no 17/03346/S73A – S73A application to amend Condition 2 (approved plans) of approval 17/00335/FUL to allow change to Units 7 and 8 materials – 1 Vine Street Templecombe
Members discussed the above application and raised no objections to the proposals.

4) Planning application no 17/03035/REM – Application for reserved matters following approval of 17/00251/OUT to include details of access, appearance, layout and scale. Unit 2 conversion of existing Cider Barn annexe to the farmhouse and Unit 3 bungalow on site of former garage – 1 Vine Street Templecombe
Members discussed the above application. The only comment was in connection with the cobbled floor. It was felt that as this is extremely old and a good example of a cobbled floor it should be preserved and protected. It was suggested that it could be retained and covered over.

5) Planning application no 17/03609/FUL – Change of use of land and erection of building in the rear garden to be used as hair, nail and beauty salon – 2 Bowden Road Templecombe
Members discussed the above application. Members had no objections to the application and were in support of retaining a business in Templecombe. It is noted that there is a public footpath, adjacent to 2 Bowden Road, which should not be obstructed at any time by parked vehicles belonging to customers using the salon.

6) Slades Hill development/Slades Hill 106 Agreement – update
There are no movements at present. It was still felt the site would be sold.

7) Appointment of Parish Councillor to look at planning applications prior to meeting
Members discussed the role of a Parish Councillor to have a more detailed look at planning applications prior to the meetings and report back. Sarah Webb agreed to take on the role. Clerk would let her have the hard copies of the applications.

6 ACCOUNTING MATTERS

1) To approve accounts and sign cheques
It was proposed by C Hukins and seconded by J Grierson that the following cheques be paid:-

Tom Trouton Landscapes – work to repair wall adjacent to 2 Church Hill	5,112.00
Glasdon UK Limited – Dog bin Bags for Recreation Ground	37.15
Peter Coombes Garden Service – Spraying Churchyard and Surrounding areas	50.00
J Pratt (Groundsman) – Salary/Expenses August 2017 – Recreation Ground Churchyard/Burial Ground	418.76
T Chapman (Clerk) – Salary/Expenses September 2017	428.06

2) Other
Clerk reported that the Utility Warehouse electricity account, for the changing rooms, amounted to £34.66.
Following interest had been received:-

Business Reserve Account
5.7.17 to 4.8.17 - 16p
4.8.17 to 5.9.17 - 16p
Business Reserve Account (Play Equipment Appeal Fund)
5.6.17 to 4.8.17 - 1p
4.8.17 to 5.9.17 - 1p

Clerk reported that a cheque for £432.28 had been received from the Sports and Social Club in respect of water refund and had been banked.
Grant Thornton had now finalised the accounts and the completion notice would be displayed.

7 TEMPLECOMBE SCOUT GROUP REPORT/SCOUT HUT – C Hukins

C Hukins reported that no meeting had taken place.

Clerk reported that she had spoken to Mr Charles Rutter at Rutter and Rutters Solicitors in respect of the lease and he was preparing a draft for consideration which should be available in time for the October meeting.

8 VILLAGE HALL – A Haskell/C Hukins

1) Oil tank – update

Clerk reported that the matter was discussed at a recent Village Hall Committee meeting. It had been suggested that Ford be contacted to give a quotation for a 300 gallon tank so that some idea of replacement costs could be obtained.

2) Signage – update

The details/prices of the signage had been reported at the August meeting. With the addition of a white border on the door sign the Members were happy with the signage. The Parish Council had indicated that they would meet the costs of the signs and the Village Hall Committee would deal with the fitting and any costs incurred. Clerk would now order the signage from Vale Signs and Print.

3) Future use of Village Hall for monthly meetings

Members discussed the proposal to hold the monthly Parish Council meetings in the Village Hall. Clerk had raised the issue at the Village Hall Committee meeting and due to bookings already made it would be feasible to start using the Village Hall from April 2018. The meeting would be kept to the second Tuesday of the month. The Village Hall Committee felt that it may need reimbursing if the heating was required. J Grierson asked if there is some storage available for emergency equipment in relating to the Community Emergency Plan. Clerk felt that this could be accommodated as the Village Hall Committee is looking to redecorate and improve the storage room at the rear of the hall.

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

1) Visit to Thales

J Grierson. R Cave and Clerk had recently visited Thales. J Grierson reported that the meeting with Thales was good and they are keen to help and take part in the preparation of the Templecombe Community Emergency Plan. Thales are conducting an exercise, in respect of their own emergency plan, on the 5th October and would like a copy of our draft at whatever stage it is by then. J Grierson intended to re-circulate the draft plan to the Chairman and Clerk before submitting it to Thales. He suggested that the Village could be split into zones with each Parish Councillor being responsible for a zone. It may be that they would have to do some door knocking. It would also be necessary to identify vulnerable people who may need special or extra help. Thales also confirmed that they do not have a 400 metre zone around their site if an incident was to occur.

10 VILLAGE WEBSITE – UPDATE

1) Information provided by Parish Council under the Model Publication Scheme

It was agreed to defer this matter and hold a separate meeting to discuss the website. The meeting was set for the 26th September 2017 at 5pm in the URC hall. Clerk would check availability of date and circulate an Agenda for the meeting.

11 THE LOCAL GOVERNMENT BOUNDARY COMMISSION/SSDC – ELECTORAL REVIEW OF SOUTH SOMERSET – WARDING ARRANGEMENTS (Circulated to Members prior to meeting)

Chairman referred to the information that had been circulated prior to the meeting. The review will draw new council ward boundaries across South Somerset. The consultation closes on the 30th October 2017. Clerk would put up posters on the noticeboards.

12 VILLAGE AGENT SCHEME (COMMUNITY COUNCIL OF SOMERSET) – MEETING AT MILBORNE PORT TOWN HALL – FRIDAY 15TH SEPTEMBER AT 10.00 AM

Clerk reported that she had been contacted by a Parish Councillor from Henstridge Parish Council in connection with the Village Agent Scheme, which they along with Milborne Port Town Council have been looking into the benefits of joining. The scheme introduced by the Community Council of Somerset (CCS) looks at employing a Village Agent whose role is to help and support vulnerable, elderly or isolated people who may need assistance with obtaining help to meet their needs. The cost to a Parish Council would be in the region of £7,000 which would have to be met from their Precept. The initial meeting, to find out more about the scheme, had been cancelled and now re-scheduled for the 15th September at 10.00 am at Milborne Port Town Hall. Paula Batchelor and R Cave would be able to attend. Members felt more information would be needed as it would necessitate a rise in the Precept.

Paula Batchelor also reported that the Community Transport Scheme would also be looking for additional funding in the near future.

13 GET TO KNOW YOUR VILLAGE – SATURDAY 7TH OCTOBER 2-5 PM TEMPLECOMBE VILLAGE HALL – PLANS FOR DAY/WHOSE AVAILABLE

Chairman read out letter dated 29th August from Templecombe W1. Plans are well underway for the event on the 7th October. Clerk had informed Eileen Bate what the Parish Council would need for their display.

Chairman reported that A3 posters would be produced as a who's who on the Parish Council, including what their responsibilities are and what a Parish Council is responsible for. C Mintern would be able to have them copied. Copies of the Village bombing/circular walk booklets would be made available. J Grierson had looked into producing an A1 display of the footpaths map to include an explanation of the markers. This would cost up to £40 and Members were in agreement for him to obtaining an A1 display board.
The Village Hall did have some cork display boards and it was something the Parish Council may wish to add to in the future.

14 CO-OPTION OF ONE PARISH COUNCILLOR – UPDATE

Clerk reported that the official notices had been displayed and confirmation had been received from SSDC that co-option of one councillor could take place. The 22nd September had been given as a reply date. Two letters had been received as a result of the article in the newsletter.

15 HIGHWAY MATTERS

1) Road Scheme – update

Covered under open session.

2) Community Speed Watch in Templecombe – update if applicable

No matters to report.

3) Village Christmas Trees 2017

Clerk reported that she had heard from Phil Smith and he would provide a budget/project costs for 2017.

4) Templecombe WI – letter dated 5.9.17 – South West in Bloom pennant Competition

Chairman read out the letter giving details of the South West in Bloom Pennant Competition. The competition focuses not so much on the 'bloom' aspect but on the work of the community and its pride in its environment. The competition culminates one day in July when the village is judged for its appearance. A portfolio charts the year's activities. The Members were in agreement to support the competition. An article could be included in the December edition of the newsletter.

5) Other

a) Hedge at entrance to Manor Close – update

Clerk circulated copies of a typical gardening licence agreement prior to the meeting. It was noted that the conditions are always stated in respect of a specific location. It was felt that as the hedge had now been cut back and the bramble growth completed removed it would not need further attention for a while and would be monitored.

b) Vegetation growth on High Street – update

Clerk reported that Somerset County Council (SCC) had indicated to carry out the works safely traffic management would be needed, either Stop/Go or traffic lights. For either option an application would need to be made to SCC Streetworks dept. A fee would also be payable. Alternatively, the land owners could weed kill from their own land access and let the vegetation die back. Clerk would now write to the land owners with the information received from SCC.

16 FOOTPATHS

a) WN29/21 – Bowden Road – update if applicable

J Grierson reported that there was no update.

b) Proposed diversion of public footpaths WN29/4,5,6 and 7 (Slades Hill and Empire Farm Area) – update if applicable

J Grierson reported that he asked Thales for a gate which could then be used for the proposed crossing on Mr Haskett's land. He would be happy to clear the vegetation where necessary. Costs are in the region of £1,000, in connection with a diversion, to advertise and more than one diversion could be dealt with at a time. He proposed to go to the offices of Somerset County Council at Taunton in the future to investigate the definitive footpaths map as a number of changes had taken place.

c) Other

C Mintern enquired about the footpath that runs behind the properties at Vine Street. In the past this also had rails along it. The footpath forms a ransom strip owned by the Pearson family.

17 TREE WARDEN'S REPORT

a) School Lane Car Park Trees – removal of branches – update

C James reported that he had spoken to Tony Leach SCC. He indicated that the trees are the responsibility of SCC and they could deal with trimming back the growth overhanging the car park and School Lane. Paula, Chris and Matthew Batchelor together with Ian Middleton had trimmed back some of the branches, in the car park, in advance of the school returning after the summer break. They had also removed one branch from School Lane.

18 BURIAL GROUND/CLOSED CHURCHYARD

1) Maintenance of closed Churchyard and Burial Ground – update

Clerk reported that it was time to arrange for the autumn work, to be carried out in the Churchyard/Burial Ground. A Greene had carried out the work in 2016 at a cost of £615.00. It was agreed that a quotation should be requested for this year. Also Peter Coombes Garden Services be asked also to supply a quotation.

2) Other
Clerk reported that another application of weed killer may be needed in the Churchyard.

19 NEWSLETTER
September edition had been distributed.

20 RECREATION GROUND MATTERS/CHILDREN'S PLAY AREA
A) Play Area
1) Weekly/Quarterly/Annual Play Area Inspection Reports
Noted.
Following matter in need of attention or updating:-
a) North East boundary fence – update if applicable
Paula Batchelor had weeded around the hedge. G Wilson indicated that he would deal with the fence and also the repairs to the stone work around the well at the entrance to Manor Close and the yew tree.
B) Social Club
1) Social Club Report (C James/C Mintern)
C James reported that the Social Club was in good order. The AGM will take place on the 19th September at 7.30 pm. J Grierson indicated that the Social Club would be a central hub if an emergency happened in the Village. A list of information would be needed for the plan.
C) Disabled toilet/storage – Changing Rooms – update
A meeting with Matt Tucker was still outstanding. Clerk would contact him again.
D) Social Club – gutters and downpipes
Clerk reported that an inspection of the replaced gutters and down pipes had been carried out with the Groundsman. It was apparent that the run on the guttering, along the function room, was not adequate and when it rained heavily the water came over the top of the guttering. Clerk would contact ACF Windows to get them to rectify the guttering. The remainder of the guttering/downpipes were checked and part of the guttering had been broken on the Yarnbarton side of the Social Club.
E) Other
Clerk would contact Peter Coombes to see when he was able to book in the cutting of the Recreation Ground hedge along Vine Street.

21 COMMEMORATION OF THE 100 YEARS ANNIVERSARY OF THE END OF WW1 IN NOVEMBER 2018
Clerk reported that she had been given information on the Dorset Royal British Legion "Silent Soldier" concept which marks the sacrifice of those who fell in the four war years leading up to the Armistice in November 2018. It is intended that the figures can be attached to buildings and walls or stand upright. The cost of a named silent soldier is £250. J Grierson felt the scheme needed investigating further as it may not be officially recognised by the Somerset British Legion. G Wilson referred to his book and suggested a time capsule which could involve the school. Also any work to the War Memorial could be given consideration.

22 ANY OTHER BUSINESS/ITEMS FOR AGENDA FOR THE NEXT MEETING ON THE 10TH OCTOBER 2017
None.