

MINUTES OF ST CUTHBERT (OUT) PARISH COUNCIL HELD IN WOOKEY HOLE COMMUNITY HALL, WOOKEY HOLE BA5 1BB ON WEDNESDAY 6TH SEPTEMBER 2017, 7:00PM

PRESENT: Cllrs D Ball; G Clark; E Danson; M Gaunt; E Handford; M Hayden;
J Henderson; M Mitchell; J Reeves; J Walker.

IN ATTENDANCE: Ms Michele Exton (Parish Clerk).

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies from Cllrs J Baker; M Gilson; T Mallinson; J Zorab; Mr Simon Davies (RFO).

02. DECLARATIONS OF INTEREST AND DISPENSATIONS

02.01. Cllr Ball declared a PERSONAL interest in item 09.

02.02. There were no requests for dispensations for disclosable pecuniary interests.

02.03. There were no requests for dispensation.

03. EXCLUSION OF THE PRESS AND PUBLIC

Item 15.

04. CHAIRMAN'S ANNOUNCEMENTS

- The Chairman thanked Daniel Medley of Wookey Hole Caves for his contribution of £500 to the Parish Council towards the funding of the 67 Bus Service. Cllr Gaunt was also thanked for discussing this issue with Daniel Medley.
- The Chairman informed the meeting that going forward, the Council's Committees and Working Parties would give regular updates at Full Council meetings.

05. PUBLIC QUESTION TIME

There were no Members of the Public present.

06. LOCAL AUTHORITY REPORTS

To receive reports either in person or in writing from:

- Avon & Somerset Police – The Clerk read out information from the report for Wells Rural Area (Beat AE022) for July 2017 highlighting Police involvement with the safety campaign regarding the Miners Arms crossroads (B3134 junction with B3135).
- Somerset County Councillors – Apologies from Cllr G Noel.
The Clerk read out information which Cllr Noel had sent. It was agreed that Councillor Noel's notes should be put on the Parish Council's website.
- Cllr Pullin informed the meeting that the closing date for Somerset County Council's Small Improvements Schemes (for road safety) is 31st October. Each County Cllr can deliver 2 Schemes for their Division. Cllr Pullin has 13 Parish Councils within his Division. The Schemes must identify the issue which needs to be addressed rather than putting forward a solution. Cllr Pullin requested submissions from the Parish Council who agreed they would prepare reports concerning the risks to pedestrian safety at West Horrington and along the A39 in Coxley.
- Mendip District Councillors – Apologies from Cllr N Taylor.

07. MINUTES OF ST CUTHBERT OUT PARISH COUNCIL HELD ON WEDNESDAY 19TH JULY 2017

RESOLVED: To confirm and sign as correct record the minutes of the Council held on Wednesday 19th July 2017.

08. PARISH GUIDES

The draft Parish Guides were discussed and amendments agreed.

RESOLVED: To publish the Parish Guides on the Council's website.

09. CSW – SPEEDING IN LOCAL VILLAGES

After further discussion, it was proposed to gift 4 sets of brackets for SID (Speed Indicator Device) units to CSW (Community SpeedWatch).

RESOLVED: To gift 4 sets of brackets for SID units to CSW.

10. THE NEW GENERAL DATA PROTECTION REGULATION

The Clerk updated the Council on the implications of the new General Data Protection Regulation which comes into force in May 2018. Both the Clerk and the RFO had attended a webinar course on Data Protection provided by SALC (Somerset Association for Local Councils) on 5th July.

RESOLVED: To appoint the Parish Clerk as the Council's Data Protection Officer.

11. PEDESTRIAN CROSSING AT THE VINEYARDS, COXLEY

The lack of a pedestrian crossing at the Vineyards, Coxley was discussed. Questions were raised about the S106 money associated with the Vineyards development pedestrian crossing. The Clerk is to write to Mendip District Council to find out if the money is still available and the date when it must be spent by.

12. TO RECEIVE AN UPDATE ON THE MAINTENANCE OF PLAY AREAS

The Clerk updated the meeting on the Annual Inspection Reports for the Play Areas and subsequent emergency repairs which were either in process or complete.

13. TO APPOINT MEMBERS TO THE PARISH EMERGENCY PLAN WORKING PARTY

The Council to consider appointments to the Parish Emergency Plan Working Party (Members can nominate themselves (but can't propose or second themselves)).

RESOLVED: That the following serve on the Parish Emergency Plan Working Party: Cllrs Baker, Clark, Gaunt, Gilson, Reeves and Walker.

14. TO RECEIVE AN UPDATE FROM COMMITTEES AND WORKING PARTIES

Updates were received from Committees and Working Parties and further actions discussed.

14.01. Planning Committee

Cllr Hayden updated the meeting on the number of meetings held, attendance, applications considered, recommendations and Mendip District Council decisions.

14.02. Staffing Committee

Cllr Hayden updated Cllrs on the Clerk's recent appraisal and recommendations which were going to be presented to the Finance & Scrutiny Committee on 13th September and Full Council on 18th October.

14.03. Fingerposts Working Party

Cllr Reeves had recently attended a Somerset County Council health and safety training event which would allow him to survey and carry out in situ cleaning and painting of fingerposts. Cllr Reeves stated that the Council needs at least 2 more volunteers to attend this training.

14.04. Land Holding Working Party:

14.04.01. Dulcote Recreation Ground

The Clerk updated the meeting on the outcomes and follow up actions of the Land Holding Working Party held on 16th August. The Clerk has also written to the Charity Commission for clarification of the Trustee status of the Parish Council. The Clerk informed the meeting that a donation of £1,597.22 had been received to be ringfenced for Dulcote Recreation Ground.

RESOLVED: To rename the existing Parish Council Neighbourhood Plan bank account to Dulcote Recreation Ground, transfer £1,597.22 from the Council's current account into the Dulcote Recreation Ground account and to include this money within the Council budget marked reserves.

14.04.02. Pre-application advice for a carpark at Wookey Hole allotments

The Clerk informed the meeting that Pre-Application Advice has been allocated to a Planning Officer. Lee Wright will inform the Council when a meeting is arranged so that Cllrs can attend. Cllrs had put forward suggestions for Lee Wright's charity grant which the Clerk is to submit to Lee Wright to choose from.

14.04.03. The disposal of land in Wookey Hole

The Clerk informed the meeting that the last update from the Council's solicitor was on 30th August and that she will follow up on progressing the sale.

15. PARISH CLERK'S ANNUAL INCREMENT AND CHANGES TO HER CONTRACT

The recommendation of the Staffing Committee 23rd August 2017 to approve the Parish Clerk's annual increment and changes to her contract effective 1st April 2017 was discussed.

RESOLVED: To approve the Parish Clerk's annual increment and changes to her contract effective 1st April 2017.

16. ACCOUNTS FOR PAYMENT

A schedule of items of expenditure and issuing of payment were reviewed and approved.

RESOLVED: To review and approve a schedule of items of expenditure and issuing of payment.

17. ANY OTHER MATTERS OF URGENT REPORT

- Cllr Walker requested the Clerk to find out if she could get earlier notice of PACT meetings. The next PACT meeting is on 28th November.
- Cllr Reeves has recently been looking at the options of through the air fibre to domestic premises that are being offered.
- Cllr Ball requested ideas for storing CSW data. It was agreed that a removable hard drive should be purchased.

- Cllr Gaunt informed the meeting that although there had been some initial problems with the Bus 67 service, the issues had been resolved. Cllr Gaunt is to liaise with Somerset County Council to obtain the due progress report.
- Cllr Danson informed the meeting that the bridge over the river in Wookey Hole had been damaged again recently and that he had reported it on FixMyStreet.com.
- The Clerk updated Cllrs that the street light repair in Wookey Hole had been completed.

18. DATE AND VENUE OF NEXT MEETING

Wednesday 18th October, Wells Cricket Club, South Horrington BA5 3DJ at 7pm.

19. DATE AND VENUE OF NEXT PARISH MEETING

Wednesday 20th September, Wells Cricket Club, South Horrington BA5 3DJ at 7pm.