

BRENT KNOLL PARISH COUNCIL

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Clerk to the Parish Council

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Minutes of the of Brent Knoll Parish Council meeting that was held at the Parish Hall on **4th November 2013** commencing at 7.30pm when the following business was transacted'

Present: Councillors Cllr R Ibrahim J Harper,, Cllr C Trivett Bill, A Hurkett and B Freestone, Cllr R Filmer, Cllr Ward and the Clerk and 2 members of the public

“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal opportunities (race gender, sexual orientation, marital status and any disability) Crime disorder and Human Rights”

Prior to the meeting there were 2 representations from members of the public on matters relating to light intrusion from the tennis club and a planning application

214/13: TO RECEIVE APOLOGIES FOR ABSENCE

There were apologies from Cllr P Osborn, Cllr C Townsend Cllr M Borland and Cllr D Knott it was resolved to accept these apologies.

215/13: TO RECEIVE ANY DECLARATIONS OF INTEREST

Cllr R Filmer on planning matters

CONFIRMATION OF MINUTES

216 /13: The minutes from **7th October and 21st October** were unanimously approved by the meeting with two amendments that are to be included in the November minutes

ONGOING ISSUES

Footpaths/ Highways

217/13: A matter of an over grown hedge on the corner of church lane and Brent Street is causing a concern on visibility splay and it was noted that some work has been done by the owner but not sufficient to alleviate visibility impairment. It was resolved to write a letter from the clerk.

218/13 : The Parish Council have received a quotation for work to install Stafford gates supplied by the County. However there is some confusion about what is proposed and it was decided to defer any decision until two members of the working group are at the meeting to establish our way forward. It was pointed out that all matters need to be fully briefed to the clerk prior to a meeting so that clear decisions can be made.

219/13: There are ongoing concerns about water flow problems in Hill Lane near the Woodlands Hotel it appears that some of the drains are still blocked by leaves and debris which could affect the flow in the long term. It was resolved to make a further representation to the County Highways to report on this matter. Harvey Siggs to be contacted again by the Clerk following on from a previous request for this matter to be resolved

220/13: SID policy : The Parish Council still wait for clarification of the County policy on local sourcing and use of Speed indicator devices owned by the Parish Council. After many months of waiting for this information we still have no policy in writing and Harvey Siggs the portfolio holder will be contacted for further explanation. In addition Cllr Siggs has failed to respond to a local resident on the same matter

221/13: There is poor road surface in Church Lane near Birkdale which needs immediate highway attention and it was resolved to contact the County highways to attend to this matter.

222/13: A verge near the manor at Brent Corner is restricting pedestrian walkway and Cllr Freestone and some members of the Parish Council will deal with this matter over the coming weeks.

224/13: The Gas box near the end of Brent Street needs seasonal cut back Jason Mayo to be asked to deal with this matter.

Action Points

OJC to Contact Highways and Harvey Siggs re Gully clearance/ SID
Cllr Freestone and a small group to deal with overgrown verge at the manor.

OJC to contact Highways about road surface in Church Lane

OJC to contact Jason Mayo regarding Gas Box clearance

Deferred to December Meeting

Quotations and work to install Stafford Gates.

Village Green:

225/13: Jason Mayo still to complete the previously identified hedge and bramble matters on the green. He has confirmed this to be done by November end.

Action Points

OJC to follow up again with Jason Mayo

226/13: Speeding Issues:

No new issues raised at this meeting

No action points from this meeting

227/13: Public Conveniences:

Updating Issues under matters of consideration

Action Points:

No action points on this item

Communications

228/13: New Domain www.brentknollvillage.co.uk now completed and website running well.

229/13: It was resolved by this meeting to approve the proposal for the Parish Hall Diary to be linked to the website to facilitate a smooth process for identifying availability of the hall. Bookings still to be made with Jenny Butters.

230/13 Correspondence:

(a) RLT Funding Proposal for Playing field at Rooksbridge to be discussed at the forthcoming cluster meeting 20th November and the Parish Council supported this matter. BK has exhausted it's allocation of funds for RLT2

(b) A meet the warden session is to be held on the 28th November at Axbridge and this will be attended by Cllr Townsend and Cllr Trivett- Bill

(c) Crooked Lane proposal letter in 2010 to Cllr Filmer circulated to the Parish Council this matter is an ongoing discussion

(d) A County Highways service pack now available

(e) RLT3 Funding list for Sedgemoor Parishes indicates that Brent Knoll has exhausted its allocation of funds until 2015

(f) A temporary road closure notice for West Road Lymsham on 18th November for 5 days

FINANCIAL MATTERS AND TO APPROVE PAYMENTS**231/13: Payments to be made**

Clerks Salary for November 2013	£ 436.70
HMRC Tax and NI Payments November 2013	£ 109.20
GB Sports October 2013	£ 18.00
Brent Garden Services Contract for September 2013	£ 620.00
Cllr Harper reimbursement of Litter Bin purchase	£ 352.74
OJ Cullwick Reimbursement for laminating of maps	£ 22.50
Grant for Village School as resolved 186/13 in October	£ 250.00
Grant for Sedgemoor Citizens Advice resolved 187/13 October	£ 100.00
Grant for National Trust Minute ref 189/13 October	£ 500.00
Signage Invoice for Sign-right.	£ 65.00

232/13: It was unanimously agreed to make all of the above payments in full.

233/13: The previously circulated budget was opened to questions with one or two points of clarification sought.

234/13: The clerk pointed out that the December meeting would need to have first discussions on precept for the year 2014/15 with a decision on precept to be agreed at the January meeting 2014

235/13: A letter in the BKN December issue will invite applications for local grants to community groups to be considered as part of the budget for 2014/15

PLANNING MATTERS

236/13: Cllr Filmer left the meeting at this point in consideration of his previously declared prejudicial interest.

237/13: Planning Application 07/13/00021: Erection of part two storey and part first floor extension to side (NE elevation) at the Lodge Manor Ride Brent Knoll TA9 4DY.

Response sent electronically on the 5th November as follows

Application No 07/13/ 00021**For the attention of Mr C Arnold**

The Brent Knoll Parish Council met last night to consider the above application and decided by majority to support the proposal on the grounds enhancement and improvements to the property in keeping with local surroundings.

MATTERS OF CONSIDERATION**Toilet Block Improvements update**

236/13: Floor Painting: It was resolved to complete a second coat on the floor of the block at a cost of £ 185.00

237/13: Sensors: It was resolved not to add sensors to the toilet block on the basis of poor cost/ saving analysis

Flood Mitigation Fund/ Grant

238/13: A resolution was passed by the Parish Council to the following matters

(a) To agree the purchasing of the equipment as identified in the application proposal for the flood mitigation grant

(b) To move the project with haste to a a completion prior to the end of March in order to fulfil the grant completion requirement dates.

(c) The Parish Council agreed to fund the total cost of £8900.00 in the interm period and to set this as the maximum short term liability to the Council. Once the project is completed then the grant funding from the mitigation process will be paid in the sum of £6600.00 leaving the total liability for the Parish Council of £2300.00

Flood Action Group in Brent Knoll**239/13: Composition and Responsibility**

A Decision was made to form this group as a sub committee of the Parish Council and that the Parish Council should take full responsibility for the group. All financial decisions will be made by the Parish Council.

Operational matters will be carried out in accordance with the agreed Flood Action Plan. The flood action group will keep the Parish Council informed and regularly updated on progress and actions. The members of the Parish Council who will participate in the group are Cllr C Townsend, Cllr J Harper, Cllr P Osborn, Cllr D Knott and Cllr B Freestone together with participating members of the community and the clerk

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240/13: Meetings will take place by separate agenda and minute on the 3rd Monday of each month and after any Parish Council business has been concluded and the meeting closed

241/13: Terms of Reference

The Clerk will over the next two weeks draft a proposed document outlining the terms and reference of this flood action group so that it complies fully with the wishes of the Parish Council and to ensure that the Parish Council retains total control over the actions of the group

242/13: Defibrillator Project for Brent Knoll

An offer by a Plymouth group to provide a free of charge unit has been made to Tessa Munt MP who has requested applications from interested Parish Councils wishing to be the beneficiaries of this offer. The Parish Council has applied by letter to M/s Munt and we wait to hear of the result.

243/13: Traffic Calming Measures

This is an ongoing matter with correspondence currently being put together to members of the County Council. This will be further discussed at subsequent meetings.

244/13: Village Green Policy

The clerk has put forward a proposal for a village green policy and some comments, additions and suggestions have been made to that proposal. The general feeling amongst councillors is that the policy should be simpler and shorter in order to encourage rather than deter potential groups from using this local facility. **It was resolved** to re draft the document outlining 6 key bullet points for users to be provided with on any application to use the green.

245/13: Light Intrusion from the Tennis Club

A letter was sent to the Tennis Club after the October meeting to which we are still waiting for a reply it was resolved that the clerk should write again on this matter to obtain a response

MATTERS OF REPORT**246/13: None reported****The Meeting ended at 9.30pm**

The Next full meeting of the Parish Council is on **2nd December** at 7.30 pm and a Provisional meeting **November 17th 2013**