

**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 **4<sup>th</sup> November 2015** commencing at 7.30pm when the following business was transacted'

**Present:** Councillors Cllr C Townsend, Cllr P Osborn, Cllr Cllr I Ward, Cllr C Trivett Bill + Cllr R Filmer, Cllr Cllr D Knott, Cllr B Freestone, Cllr J Harper, Cllr R Hall, Clerk and 1 member 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*

*A minute's Silence was held in respect of the late Brian Rich who has served both this Council and other organisations in the village loyally over many years.*

**203/15: APOLOGIES FOR ABSENCE**

There were apologies from Cllr M Borland, Cllr A Hurkett and these apologies were accepted by the meeting

**204 /15: TO RECEIVE DECLARATIONS OF PREJUDICIAL AND PECUNIARY INTEREST**

Cllr Filmer declaration of interest to avoid pre determination on planning and a prejudicial interest on planning application **07/15/00022**. Cllr Filmer Personal interest on Permissions for Parish Hall as a trustee also Cllr I Ward personal interest on permissions for the Parish Hall as a trustee. Cllr C Townsend pecuniary interest on matters related to payment of postage costs.

**CONFIRMATION OF MINUTES**

**205/15:** The minutes from the on the 7<sup>th</sup> October 2015 were accepted as a true record of the meeting.

**206/15:** A Guest invitation to Mr R Ibrahim who manages the village Speed Indicator Device. The chairman offered appreciation and thanks to Richard for the considerable work that he has done in driving this project to a successful conclusion. The chairman also offered any assistance that may be required either now or in the future to assist with the project. Richard explained to the meeting that the unit was up and running and working effectively however there is some

more software that will need to be sourced in order to summarise the data in a more user friendly way that can be accessed and monitored. A request which has been made to SCC for a further supply of brackets has not been fulfilled and the clerk will request this from David Grabham.

### PLANNING CONSIDERATIONS

#### Cllr Filmer left the room having declared an interest on 20/15

**207/15: 12/15/00015: .Erection of two wooden Yurt Buildings and adjoining Pod buildings , static caravan to provided dining and bathroom facilities and tent to form communal club house and formation of outdoor activity area.** On land South West of Somerset Court.

The Parish Council supported this proposal on the grounds of a sympathetic addition to the facilities of Somerset Court. And the augmentation of the existing facilities for autistic people.

**24/15/00029: Erection of a steel framed barn and retention of hard standing area to increase residential curtilage ( revised description)** on land at Os Field No 1221 to the South of Brent Road East Brent.

The Parish Council made no observations to this application

**07/15/00022: Fell 3 No Monterey Cypress trees** at 44, Brent Street Brent Knoll

The Parish Council supported this proposal provided the proposal is good arboreal practice.

**Late Application no 07/15/00023: Cut leaf Beech (T2) reduce spread of tree by 3 m and remove secondary growth around BT Cables. Indian bean Tree( T3 ) reduce height of tree to secondary crown by approx 4m** at Uplands Hill Lane Brent Knoll Highbridge TA9 4DF. The Parish Council support this proposal unless there are any objections over the period 5<sup>th</sup> November to 18<sup>th</sup> November.

**208/15** Cllr Filmer returned to the meeting at this point.

**209/15:** LDF Consultations.

A five year review of the Local Development plan is now under consultation with options to include additional housing units in the Burnham and High bridge area the details of the consultation and progress can be identified on the District Council Website

### MONTHLY REPORTING

#### To consider matters relating to highways and footpaths

**210/15:** The County Council footpaths team will be contacted regarding the gate posts and the end of Middle Street and Berrow Wall. These posts are not adequate for the purpose and need upgrading.

**211/15:** The Pot holes reported in Church Lane have now been rectified however a query was raised about yellow markings in other areas of the village which are

assumed to be those waiting for the work to be completed, this will be clarified with the County highways team.

**212/15:** There is apparently a circular metal structure outside of the school in Brent Street which will need to be identified with Wessex Water

**213/15:** Network Rail have responded to the two queries of long standing affecting the Stiles near the track in Crooked Lane and the bridge in Station Road. Having come back to the clerk they have now closed the enquiry without a satisfactory reply and the clerk will write to Network Rail to ensure the matter is kept ongoing until a solution is found. The deep step on one side of the crooked Lane Stile will need attention and details of liability will need to be ascertained.

### **Village Green and Toilet Block**

**214/15:** Reported on the following from October inspections

1. Lots of leaves currently on a wet green
2. There was reported some litter on the green (now removed)
3. Some spraying of weeds needed around the car park perimeter
4. The timer clocks on the toilet block need adjusting

There is also downpipe at the rear of the block that will need re doing.

A suggestion was put forward about completing a risk assessment on the toilet block which will be the subject of further discussion.

### **Monthly Report on Play Inspection**

**215/15:** There are several matters on the play equipment that need attention having read the annual inspection report. 3 members of the Parish Council will investigate and visit the area and report back in December so that further steps can be taken

### **Flood Mitigation matters**

**216/15:** The group met in October to assess the functionality of the equipment and all was found to be in working order. It was suggested that an article be placed in the BKN to remind owners of their responsibilities of ensuring rhynes on their land together with hedges should be kept clean and in good order to avoid problems.

### **Parish Surgery and Police matters**

**217/15:** There were two visitors to the Parish Surgery earlier in the day, including our Village agent who has requested an item on the December meeting to update her work in the recent past

### **Clerks Report**

**218/15:** The clerk updated the meeting on progress with regard to the corporate policy documents currently being considered by the mini Audit group and it is hoped to have a completed and fully compliant set before early 2016

**219/15:** Training certificates are being updated.

**220/15:** Categorisation of email contacts now should assist the members in determining the level of the importance of the many emails now being circulated

### **Correspondence Items**

- (a) Legal Drafting Service now available at a cost of £100 per hour from SDC.
- (b) Details of Winter Service items by SCC.
- (c) Avon and Somerset Newsletter.
- (d) Request from Parish Hall regarding dates for July 2017 (Cllr Filmer and Cllr Ward declared a personal interest in this matter and did not participate in the decision process. The Parish Council agreed to the request from The Parish Hall.
- (e) A letter has been received from a local resident about the changing location of the dog bin in Bodys Lane.

### **Financial Considerations and Payments by the Parish Council**

**221/15:** Statutory payments for October as approved at the April meeting minute no 486/14 Totalling = **£ 1423.00**

#### Included in the statutory payments

Clerks Salary and Tax Payments  
Jason Mayo Contract  
GB Sports contract

**222/15: It was resolved to make these payments.**

#### **223/15: Variable Payments as follows**

Peter Phillips Contractor for the Crooked Lane improvement **£300.00**

**224/15: It was resolved to make the above payment**

**225/15:** Cllr Townsend declared a Pecuniary Interest on payment and took no part in the following matter

**226/15:** Colin Townsend Postage costs **£ 9.52**

**227/15:** The Parish Council resolved to make the payment

**228/15:** After an assessment of the contract with the contractor, the Clerk and Cllr Osborn an updated scope of contract has now been agreed subject to an agreement in the New Year on the quote. The two main areas of increased contract are the Gas Box clearance and the perimeter of the Village green.

#### **229/15: Grants from the Parish Council**

Section 137: These are grants that are provided where there is tangible benefit to the local community.

The Parish Council agreed to make two payments in this financial year

Sedgemoor Citizens Advice Bureau	<b>£100.00</b>
The Village School (to provide additional sports equipment	<b>£250.00</b>

Signature of Chairman

The Parish Council have received a request from an individual guide who is making an education trip abroad however the Parish Council were unable to

Sanction this request due to the constraints of section 137 benefitting the community.

### **230/15: The Precept Budget**

In December the Parish Council will be looking at the precept settlement for the forthcoming year 2016/17 members are asked to consider the budget before that meeting ,bearing in mind some additional items of expenditure that may be required next year

## **MATERS OF CONSIDERATION**

### **Financial Regulations Policy Document**

**231/15:** Members were circulated this statutory document in October and accepting some minor amendments the Parish Council resolved to accept them

**232/15: Crooked Lane** Cllrs met with the Drainage board and County in October and agreed on the installation of a wide gate and smaller access side gate to allow pedestrians to access the path. The wider gate will allow the drainage Board to access the rhynes for dredging. The drainage board will also make good any damage caused due to their working on the dredging of the rhynes. The Parish Council agreed to purchase a gate up to £500.00 for the County Council to install. Cllr Townsend agreed to complete the forms required to submit to IDB.

The Parish Council have received a kind donation from the Chris Evans Cycle Fund which may be used to help finance the improvements to Crooked Lane subject to appropriation authority from the donor.

### **233/15: CPR Training**

Several people have sent letters of thanks in respect of the highly successful CPR Training sponsored by the Parish Council. Many people have clearly gained a great deal from the events and are appreciative of the efforts both of the Parish Council and the trainer

### **234/15: Village Signs**

The Parish Council has received grants from the St Michael Music and Arts and the Brent Knoll Reserve Fund to purchase 3 new village signs for the entrance of the village at a total cost of £435.00 and it is hoped that this project can be finalised in early 2016. It was resolved to make the Purchase. This project is no cost from Parish Council funds.

### **235/15: County Council Funding**

A fund being made available in the Brent Ward County Councillor area is available for community projects meeting the criteria and this will be further explored in December

### **236/15: Recycling in the Village**

The Recycling Area in the village has now ceased to be operational due to contract changes. The Council were alerted to this possibility in September. The Parish Council would urge that there should be no fly tipping in this area and will be keeping a close watch on the matter.

**237/15: Brent Knoll Flag**

It was resolved to purchase a quality flag digitally printed and sewn with mirror image on both sides at a cost of £195.00

**238/15: Church Lane Culvert Project**

It is hoped that work will commence on this project in the new year

**239/15: Village Broadband Project**

Recent work by Open Reach has brought the project into focus and it is hoped that the fibre optic facility will be available either later this year or early next and it is proposed to request a speaker at the annual meeting in 2016

**240/15: Pumping Station Brent Street**

Wessex Water is close to finalising the location for the pumping station with work due to start hopefully late in 2016.

**241/15: Trim Trail for the Elderly**

It is proposed to discuss this as a possible for the County fund identified in 235/15:

**242/15: Change of meeting date for December**

It was resolved to approve the 3<sup>rd</sup> December to replace the 2<sup>nd</sup> just for the month of December.

**243/15: Coastal Cluster Update**

**The Parish Council was updated on the recent cluster meeting which included reports from**

The local Police

Mendip Community Transport ( Council to look into this further )

( and a survey of user activity will be instigated)

Some discussions on budget consultation

Positive responses to the Fox and Goose Junction from the meeting

**244 /15: MATTERS OF REPORT (and next meeting agenda items)**

1. Planning Validation Consultations
2. Planning Enforcement Consultations
3. Request for assistance with Daffodil Planting now bulbs have arrived

**The Meeting ended at 9.45pm**

The Next full meeting of the Parish Council is on Thursday December 3<sup>rd</sup> 2015