

**BRENT KNOLL PARISH COUNCIL**[www.info@brentknoll.co.uk](mailto:www.info@brentknoll.co.uk)**Clerk to the Parish Council****Owen J Cullwick****7, Roscarrack Gardens****Falmouth****Cornwall****TR11 4FH**[clerk@brentknollpc.co.uk](mailto:clerk@brentknollpc.co.uk)

**Minutes of the of Brent Knoll Parish Council meeting** that was held at the Parish Hall on **5<sup>th</sup> February 2020** commencing at 7.00pm when the following business was transacted.

**Present:** Councillors Cllr B Freestone, Cllr C Townsend ( meeting Chairman)Cllr D Sturgess, Cllr M Borland, Cllr R Filmer, Cllr C Trivett Bill, Cllr W Camp, Cllr J Harper,Cllr A Hurkett, , Owen Cullwick Clerk and 8 members of the public and District Councillor A Gilling

*“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.*

*The Parish Council has agreed to film all public meetings in accordance with the legislation Draft Regulations laid before Parliament under section 43(3) and (4)(i) of the Local Audit and Accountability Act 2014.*

*A public session prior to the start of the meeting was opened and there were questions raised about the following matters*

1. *Speeding Markings and Speed watch updates in Burton Row*
2. *Speed watch and 30mph limit request on entrance to the village from Berrow*
3. *Chest Tomb Project update and assistance request to the Council*
4. *VE and VJ Celebrations outlined and request for Council Support*
5. *Request for SID Re instatement*
6. *Outline of Community Shop questionnaire and process updating*

**167/19: APOLOGIES FOR ABSENCE**

Apologies received and accepted from Cllr N Summers and Cllr D Knott

**168/19: TO RECEIVE DECLARATIONS OF PREJUDICIAL AND PECUNIARY INTEREST**

Cllr Filmer declared a personal interest on matters relating to Sedgemoor and County as the elected Councillor for the District and the County. Cllr R Filmer declared an interest to avoid pre- determination as a member of the District Planning Authority on planning matters. Cllr R Filmer declared a Personal Interest on matters relating to the Community Shop, Cllr D Sturgess declared a personal interest on matters relating to the Community Shop.

**CONFIRMATION OF MINUTES**

**169/19:** The minutes from the meeting on the January 8<sup>th</sup> 2020 accepted as a true record of the meeting proposed and seconded and approved unanimously by those who attended the previous meeting.

**170/19: PLANNING CONSIDERATIONS** ( Cllr Filmer Left the Room)

**07/19/00034: Weeping Willow (T9) re pollard back to previous pollard points. Willow ( T10) re pollard new growth back to main trunk** at 6, The Willows Brent Knoll TA9 4EJ

Response: Support unanimous on the grounds of good arboreal practice and a Weeping Willow getting out of hand.

**07/19/00032/33: Retrospective Planning application for the demolition of stone building and formation of ensuite shower room on the first floor** at 113, Brent Street Brent Knoll TA9 4EH.

Response: Support on the Grounds of removing of a dangerous structure and the enhancement and Improvement together with architectural safety and appearance and this was a unanimous response

**07/20/00001**

**Change of use, conversion and extension of garage, workshop and store into dwelling. Change of use of part of paddock to garden and widening of existing vehicular access (revised application).** At The Laurels, Wick Lane, Brent Knoll, Highbridge, Somerset, TA9 4BU

Response: Support for this proposal on the grounds providing further suitable accommodation and architectural Improvements and this was a unanimous response

Cllr Filmer Returned to the meeting

**171/19: COUNTY AND DISTRICT COUNCILLOR REPORT**

**Cllr Filmer updated the** Parish Council on the following matters

**District and County**

- (a) Somerset Prepared .org .uk information on local risk
- (b) NHS Free health checks 7000 people took part in 2019
- (c) Climate Emergency drop in centre public meeting 8<sup>th</sup> February
- (d) Grant Funding Somerset up to £1500 for disabled isolated with a middle of Feb Deadline
- (e) Unitary discussions are continuing with possible outcomes later this year

Cllr Andrew Gilling reported that the new YMCA Building was now fully functional on the entrance to Highbridge with 24 rooms

**172/19: Footpaths Report**

- (a) Cllr Trivett- Bill to become the main point of contact on footpaths
- (b) A request to Mr Mills Roberts Land Owner regarding the timing of installation of his new gates.
- (c) 8.4 Path Burton Row to 8.1 Edge of Land Owners Field Stile requires attention

**173/19: Highways Report**

(a) Recently witnessed a tipper truck turning right into Brent Street from A38 Clerk to contact Developer

(b) Kill your speed signage current cost £18.90 per sign if we wish to order

**174/19: Village Green/ Toilet Block and Car Park**

Signature of Chairman

**Toilet Block:** The lighting in the toilet block not working on the time clerk to contact Buncombes also no soap in the men's toilet also heater bar need to be checked in case of cold weather

**Green:** The perimeter top bench is in a poor state and the hedge to the right of the entrance gate is in need of some trimming

**Play Equipment:**

All in good order clerk to Contact Colin Lewis regarding outstanding items for maintenance

**Car Park:** No Issues of concern.

**175/19: GB Sports report**

Pre Circulated to the Parish Council

**176/19: Parish Surgery**

Two Matters were raised

- (a) Dog Fouling and the need for further bins
- (b) The Village Flag needs replacement
- (c) Follow up letter from the Willows resident in response to ours in January

**177/19: Police/Crime/Speed watch /SID report**

The SID has now been returned advisedly re calibrated and Richard Ibrahim will kindly test the unit before the Council takes any further actions

**178/19: Clerks Matters**

The Clerk stated that having taken advice from Nalc ( National Association of Local Councils) The Parish Council is advised that contributions to the maintenance of the Parish Churchyard falls foul of a very old piece of legislation ( yet to be tested ) and it is incumbent on the Clerk to notify the Parish Council of this matter. However there are significant numbers of Councils who do currently support the local churchyards. The Clerk also pointed out that failure to support the Church in its churchyard maintenance could result in the Church being unable to take on the financial liability which would in turn lead the Parish Council having no option but to take on the full maintenance.

**179/19: Correspondence Items**

- (a) An email from local resident with concerns over Pesticide use in the Village
- (b) Concerns raised over flooding at the Old Manor end of Brent Street
- (c) Matters of concern regarding the lack of Dog waste bins and fouling in general

**180/19: Financial Considerations and decisions**

**To Include**

**Total of Statutory payments for January 2020**

**As agreed April 3<sup>rd</sup> 2019**

**£ 826.00**

Signature of Chairman

**Other variable payments**

None in February

**181/19:** It was unanimously agreed to make the above payments

**182/19: Clerks Financial update**

Grant Payments to local groups under Section 137 it was decided to make 3 awards as follows Mendip Community Transport **£ 100.00** Sedgemoor CAB **£100.00** and local branch of re engage **£200.00** supporting loneliness and isolation in rural communities

These were agreed unanimously

(b) Internet banking arrangements requiring a further signature.

(c) Financial Software to be finally agreed in March 2020.

(d) Risk Management and assessment as required by the Auditor has been duly completed by the clerk and signed off at this meeting Unanimous resolution to approve.

(e) Richard Young appointed as internal Auditor for the period 2019/2.

**183/19 Matters of Consideration /Decisions****(a) Communications/ Media Policy Changes**

The Chairman read out the considered Media Policy discussed with a sub group comprised of Cllr Harper Cllr Hurkett, Cllr Townsend, Cllrs Sturgess and Cllr Freestone. This document included a policy on press releases and the process, The Video of meetings to be added to the Next door site with the appropriate URL for ease of access and an agreement to a quarterly newsletter and place it within the BKN Publication rather than as a separate Document.

The Website is currently undergoing some discussions with the Web provider to update existing information and to update some of the key structure of the website. This will then be monitored over the coming 12 months

Once this Website section has been completed the Media Policy Document will be formally accepted by the Parish Council.

**(b) The Community shop and progress**

The Parish Council has agreed to sponsor the printing of the plan and questionnaire that will be delivered to over 600 households at a cost of **£130.00 + Vat** this will be an ongoing matter of discussion over the coming months.

**(c) Flooding Issues in Brent Street near the Old Manor**

The County has recently done some jetting work in this area intended to remove an obstruction and the area will be monitored in due course.

**(d) Battleborough Lane and the Installation of gates and Posts**

The exact Locations for these structures has now been established and quotes will be obtained

Signature of Chairman

**(e) Village Green Fencing and Rhyne Matters**

This work on the fencing on the right hand side will probably be completed in early autumn of this year and a further quote is to be sought. The estimated cost of this job will be in the region of **£5200.00**.

**(f) Chest Tomb Project**

This is an ongoing project and The Chairman is assisting the project leader to obtain the necessary tenders

**(g) Health and Safety**

This is an important responsibility for the Council and the production of a risk assessment and action plan prior to formulating a Policy is a requirement of our Insurers. To that end the Parish Council has decided to obtain quotes for a qualified professional firm to undertake this job.

**(h) Speaker for the Annual meeting in April**

Two Suggestions put forward: The Conservation Officer for Sedgemoor and a representative from the Plunkett Foundation.

**(i) Improvements to the look of the village**

Cllr Freestone to make enquiries from a local resident about making a video film in the village to promote it. It was also suggested to consider free standing planters.

**(j) Dog Bin and Rubbish Bin Provision**

Due to several concerns and enquiries it has been decided to review where the bins are placed and to consider new locations and consideration will be given by members after they have assessed some suitable options One location already proposed by as yet undecided is the area outside of the Tennis Courts this will be an ongoing matter.

**184/19: MATTERS OF REPORT (and items for March 2020)**

Communications Policy resolution to approve  
 Village improvements filming ideas  
 Meet the Parish Council dates for 2020  
 Chest Tomb matters and moving forward  
 Emergency Planning group updated with new templates  
 Health and Safety Quotes  
 Speaker for Annual Meeting  
 End of current year budget  
 Further updates from working group on Community shop project

**NEXT MEETING**

The Next meeting of the Parish Council will be on **March 5<sup>th</sup> 2020** a Parish Surgery will take place at 4.30pm – 6pm

**Meeting Ended** 9.55pm