

1770

BRENT KNOLL PARISH COUNCIL

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Public Session

MINUTES

Minutes of the Meeting of **Brent Knoll Parish Council** on **Wednesday 6th December 2023** at 7pm when the following business was transacted.

PRESENT

Cllr Borland, **Cllr Filmer, (Chairman)** Cllr Gray, Cllr Holmes, Cllr Kingscote, Cllr Knott, Cllr Mathews, Cllr Povey Cllr Reason, Cllr Townsend, Cllr Woods and Owen Cullwick Clerk. There were 8 members of the public at the start of this meeting.

154/23: TO RECEIVE APOLOGIES AND REASONS GIVEN

There were no apologies at this meeting

155/23: DECLARATIONS OF INTERESTS

Cllr Filmer Other Registerable interest (ORI) on all matters relating to his role as Councillor for the Somerset Council. A dispensation granted on the 5th October 2022 re stated on matters relating to shareholding in the Community shop and is further declared at this meeting. Cllr Woods, Cllr Gray, Cllr Mathews, Cllr Povey and Cllr Townsend declared (ORIs) reflecting their shareholding in the Community shop. Cllr Filmer declared (NRI) on payment matter in respect of a payment for the Parish Hall as a trustee. Cllr Reason declared (DPI) on two planning matters 07/23/00025 and 07/23/00030 and (DPI) Cllr Gray on Planning matter 07/23/00028

156/23: MINUTES OF THE PREVIOUS MEETING

The Minutes were accepted by the meeting held on the 1st November were accepted by a majority decision

157/23: PLANNING APPLICATIONS FOR CONSIDERATION BY THE PARISH COUNCIL

(Cllr Reason left the meeting during this application consideration)

07/23/00023: Erection of building to house indoor play area, Café and Farm Shop with associated parking and outdoor play area. at Upper Battleborough Farm, Bristol Road Brent Knoll TA9 4H

Response: The Parish Council objected to this planning application on the grounds as follows. Majority decision

- (a) Impact on the historical nature of setting of the Knoll special landscape
 - (b) The highway way implication of significant additional traffic on an already congested location.
 - (c) Introduction of conflicting traffic movements on the A38
 - (d) Concerns over the entrance to the site
 - (e) Impact on the amenity of the neighbouring properties
 - (f) Lighting Pollution
 - (g) The Ecology report objection to the proposal
- (Cllr Reason returned to the meeting)

Cllr Gray left the room having declared a DPI

07/23/00028: Erection of an extension to the North Elevation and East Elevation of site of existing (to be demolished) at Holly Tree Farm Burton Row Brent Knoll TA9 4BP.

Response: Support majority to this application on the grounds of a general improvement to the property.

Cllr Gray returned to the meeting

(Cllr Reason left the room having declared an Interest)

07/23/00030: Reduce secondary branches of 3 Lombardy Poplar (T1, T2, T3) (TPO ref T2, T3 and T4) by 2-3m at Greystones, Burton Row, Brent Knoll TA9 4BP.

Response: No Observations Majority

(Cllr Reason returned to the room)

07/23//00026: Erection of extension to North East and North West Elevations, Erection of detached garage and conversion of double garage change of access to rear garden at Sunnycot, Church Lane Brent Knoll TA9 4EG

Response: No Observations Majority_

158/23: THE CLERK UPDATE

The clerk updated the meeting on the following matters

- (a) Dedicated email progress for members through a G Mail account the start date now proposed as the start of January.
- (b) Update on recent meetings with Town Clerks and local Clerks Forum

1772

Training certificates in line with recent training attendance grid.

(c) CIL Update confirmation

(d) Surgery December 5th report back on the following
3rd SID Request for Burton Row

The Ash Die back issue at the Willows

143 Brent Street concerns raised about the property

Nichols Facilities Post updates and movement

BKN Request for a speed watch group to be formed in Brent Street

Offer of help with flower boxes in Burton Row

Horse awareness signage request for increase

159/23: WORKING GROUP REPORTS FOR December 2023

The Footpaths Team

(a) Footpath markings needed (Way markers received)

Highways Team and Flooding concerns

(a) Condition of legs of Brent Knoll sign in poor state in Ham Road(Investigate)

(b) Left turn from Middle Street the barrier demolished (Investigate)

(c) Top of Brent Street near Cider Farm tarmac requires attention (Investigate)

Flooding in recent days

There has been significant return to water and flooding issues over recent days with a Number of properties being immediately affected and further properties vulnerable to ongoing flood risk.

Causes and potential solutions

(i) Drains need clearing as there is considerable blockages in various locations

(ii) Members should alert when any indicators are present

(iii) Gully Pots need regular cleaning

(iv) Work needed on flow of water from the Knoll to rear of Church

(v) Waste gravel from Hill lane accumulating and causing blockages / safety

Action Points

(a) Re appoint a flood action group (January Meeting)

(b) Update Flood action Plan created in 2013

(c) Create register of vulnerable places within the village

(d) Additional emergency Flood signage (Flood, Road Closed, Arrow 4 of each
Cllr Knott and Cllr Reason to source (estimate forwarded to Members)

- (e) Consideration and attention to water flows from the Knoll and the destination

1773

of the water. Cllrs Knott and Cllr Filmer to investigate present plan to alleviate potential flooding.

The Village Green / Car Park / Toilet

The Green

Generally good and acceptable for this time of year very wet and grass on the long side.

- (i) There was no litter found during inspection.
- (ii) The play area is looking in need of some general tidy up/ painting etc the basketball hoop in need of cleaning / some graffiti on the side of it (new)
- (iii) The National Grid fence on the right of the green causing a potential safety issue as identified in GB Sports report for both October and November. NG to rectify or remove.
- (iv) A trial of a Fish and Chip Vendor is currently underway and will be considered for a regular pitch at the January Meeting when the trial can be assessed in the New Year. All insurances have been approved.

The Car Park / Toilets

As good as could be reasonably expected

Toilets were clean and functional

Hand dryer in ladies did not appear to be working on inspection

No evidence of leaks

The Staffing / Audit Working Group

No meetings held recently

The Buildings working group

No meetings held since the last meeting

The Shop Working Group

No meetings were held since the last meeting

Somerset Council member report

Cllr Filmer reported on the following matters

- (i) Financial matters £19 million shortfall improved by a refund of £7 million
- (ii) Section 114 issued unless a suitable plan is submitted
- (iii) Council assets for disposal to assist the financial shortfalls
- (iv) Office space to be disposed of

- (v) use of capital to fill revenue shortfall
- (vi) Further redundancies required over the coming months

1774

160/23: FINANCIAL MATTERS AND PAYMENTS

Statutory Payments Listing for **December 2023** approved by the Parish Council unanimous as agreed for the current year 2023/2024 under minute 259/22 April 2023 and to include two new regular payments to Nichols facilities and PATA agreed on

October 4th 2023. NALC Agreement on salaries for local authority staff 3.85% and implemented by this Parish Council

- (a) Contract For Village Maintenance
- (b) Staff payments
- (c) contract GB Sports
- (d) PATA
- (e) Nichols Facilities Management

161/23: Statutory Payments resolution to approve for the month of December 2023

Variable Payments Listing for December 2023

| | |
|---|-----------------|
| SLCC Fees for 2023/2024 | £183.00 |
| Parish Hall Hire | £156.00 |
| Chapter 8 Training (Tess) | £579.60 |
| November Wreath British Legion | £20.00 |
| Scribe Accounting Annual Subscription | £414.72 |
| Somerset Council contract Dog Bins and Toilet Cleaning | £1536.16 |

162/23: It was resolved to make these payments unanimously to include two late invoices from Nichols Facilities £45.00 and Mark Fiddes £420.00

The Budget for 2024/2025

163/23: The budget figures were pre circulated to members and the clerk provided a summary of the document at the November 1st meeting and provisional draft budget approved.

The decision on precept was considered and deferred to **20th December** provisional meeting whilst more data may become available to assist the setting of the precept and to take full account of potentially increasing financial requirements resulting from both the flooding issues (to be considered) and pressures from the Somerset Council's intention to withdraw some supporting services due to financial constraint.

164/23: NEW MATTERS OF CONSIDERATION (Decisions to be taken)

Delivery expectation shortly

166/23: The Community Shop matters not considered under the working group)

The Ash Die Back Tree

(a) A quote from National Grid to remove the Ash Die back near the bottom of the green is expected in due course and we have been asked by the neighbouring property owner to minimise the amount of damage to their garden which we will discuss with any contractor taking on the work

The Tendering Process

(a) The tendering cut-off date is Monday 11th December after which the buildings working group and Paul Martin open any tenders submitted under a redacted process and consider all tenders on merit before providing the full Council to assess the tenders on the 20th December public meeting.

Legal Drafting

The Council Solicitor will report back soon on progress with the legal aspects of the project and this will be further updated on 20th December

167/23: Meeting/ Rota and Surgery Dates 2024

Pre circulated to members

168/23 Village Flower Boxes

We have a kind offer of help from a Burton Row resident however at this moment in time Cllr Povey is happy to develop this box and to maintain it

169/23: Strimmer Purchase by the Parish Council

Ongoing research

170/23: First Aid Training

Ongoing and deferred

171/23: TWO Policy Documents re adopted

Safeguarding

Grant awarding Policy

Both were approved unanimously

172/23: Quote to flail the hedge near South Brent

A quote of £70.00 accepted by the Parish Council unanimous and a suggestion that we build into the contract in the future.

173/23: MATTERS OF REPORT

Agenda Items for January 2024

Air Ambulance grant requests and other requests / January meeting
Flood Action Group / Flood related matters
Christmas Tree fund raise (Agreed unanimously)

Meeting closed at 9.40pm

DATE OF NEXT MEETING

The Next main meeting of the Parish Council will be on **December 20th 2023** at 7pm in the Jubilee room of the Parish Hall. A full meeting of the Parish Council to be held on **3rd January 2024** Parish Surgery **January 2nd 2024** Jubilee Room 10am to 12 noon

Note !!!

Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).