

KILMERSDON PARISH COUNCIL

Minutes of the Meeting of Kilmersdon Parish Council Held at the Coles Garden Meeting Room At 7.30pm on Monday 18th March 2019

PRESENT: Cllr K Lewis (Vice Chair, in the chair), Cllrs N Brand, R Butt, D Hudson.

ABSENT: Cllr R Morse and Cllr S Gibbs.

ATTENDING: Cllr E Drewe, Mendip District Councillor for Kilmersdon
L Close, Parish Clerk.

161. APOLOGIES

Apologies for absence were received from Cllr Morse and Cllr Gibbs.

162. DECLARATIONS OF INTEREST

There were no declarations of interest.

163. MINUTES

The minutes of the Parish Council meeting held on 21st January 2019 were **agreed** as a true record and signed by the Vice Chair. The February meeting was not quorate.

164. PUBLIC SPEAKING TIME

There were no comments from the public.

165. NEIGHBOURHOOD PLAN

Cllr Hudson reported that the Neighbourhood Plan Working Group received a quote from LB Planning and would use it to apply for Government funding in April. The group continues with data gathering and will put an article in Kilmersdon Parish News. Cllr Drewe assisted with a Conservation Area enquiry.

166. FINANCIAL MATTERS

The following payments for the past two months were **agreed**.

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Payee	Detail	Gross	Net	Power	Ch no
K Lewis	2x keys cut playing field	£10.00	£8.34	LGA 1972 s.112	001282
Greensward	Pruning above the zip wire	£234.00	£195.00	LGA 1972, s 112	001283
L Close	Reimburse 1&1 quarterly website fee	£17.96	£14.97	LGA 1972 s.143	001284
L Close	Salary (Jan)	£241.42	£241.42	LGA 1972 s.143	001285
Kilmersdon Meeting Room	Neighbourhood Plan meeting room hire	£20.00	£20.00	LGA 1972 s133	001286
Kilmersdon Meeting Room	PC meeting room hire	£61.00	£61.00	LGA 1972 s 133	001287
L B Planning	Neighbourhood Plan Consultant	£50.00	£50.00	LGA 1972 s.143	001288
Somerset CC	Village signs	£634.12	£634.12	LGA 1972, s112	001289
GB Sport and Leisure	Nov 18 and Feb 19 play inspections	£132.00	£110.00	LGA 1972, s 112	001290
L Close	Petty cash reimbursement	£38.26	£37.71	LGA 1972 s 133	001291
L Close	Salary (Feb)	£241.42	£241.42	LGA 72 s.143	001292
K Lewis	Noticeboard materials	£12.94	£10.78	LGA 1972, s112	001293
SALC	Subs	£152.38	£152.38	LGA 1972 s.143	001294

167. ANNUAL REVIEW OF THE FIXED ASSET REGISTER

The fixed asset register was **agreed**.

168. ANNUAL REVIEW OF THE INSURANCE SCHEDULE

The review of the insurance schedule was noted. **Agreed** to renew with Zurich at a cost of £512.16 for a three year agreement. **Action – the Clerk**

169. ANNUAL REVIEW OF THE RISK ASSESSMENT

The risk assessment was agreed.

170. ANNUAL REVIEW OF COMPLIANCE WITH THE TRANSPARENCY CODE

The review was noted.

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171. HIGHWAY MATTERS

(1) Renovation of the finger post at Church Square – The Parish Council noted that whilst Somerset CC own the fingerposts, they do not have the means to maintain them. They have a list of contractors.

Agreed (1) to arrange the renovation of the finger post at Church Square by Somerset Forge with the supply and fit of a new fabricated (hollow) crown at a cost of £320.

(2) the Clerk to inform Somerset CC in advance and ask for a contribution to the cost.

(3) the funding for similar work on other fingerposts in the parish to be put into the next budget. **Action – the Clerk**

(2) The following items had been reported to Highways

- Pot holes in the lay by at the top of the hill – these had now been filled temporarily
- Charlton Lane – rubbish in the road – **the Clerk to chase.**
- B3139 after Charlton Lane and before the Red House Farm on the left hand side as you travel towards the White Post roundabout – there is an overhanging branch which forces high vehicles out into the centre of the highway – this had now been rectified.

(3) Grit bin – The Parish Council received a request from Holcombe Parish Council to share the cost of a grit bin with Coleford as well at a cost each of £43.90, to be located near but outside the Kilmersdon Parish border.

Agreed to go ahead with the share of the cost. **Action – the Clerk**

(4) Concerns regarding the bridge and flooding – The Parish Council received a request from Mells Parish Council to contact Highways with concerns about the bridge and flooding. There was a view that this was not an issue within the Kilmersdon boundary. Cllr Drewe to talk this over at the Mells PC meeting the following week. **Action – Cllr Drewe**

(5) Dangerous stretch of the B3139 before the bridge as you approach Kilmersdon from Ammerdown – The Parish Council discussed this stretch of road which has seen 3-4 incidents of cars coming off the road into the woods. Cllr Drewe stated that Highways hope to have the 60mph signs reduced to 30mph next month. There is also a need for more chevrons here which he would discuss with Highways.

(6) Light on Jack and Jill hill – the top light has still not been mended. **The Clerk to chase.**

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172. PLAYING FIELD

- Damage to a seat of a picnic bench, possible rot underneath – **Agreed** that Nick Taylor to be asked to do the repair at the quoted cost of £185. **Action – the Clerk**
- **The aerial cableway** – the quarterly inspection recommends replacing the missing finger plates to the jockey, dismantling and checking the internal brake and replacing parts if necessary and adjusting the stop spring on the cable. **Agreed** to consider discontinuing the zip wire. To raise this as a possibility at the Annual Parish Meeting and in Kilmersdon Parish News (2) the clerk to check with ROSPA the recommended inspection frequency for this equipment. **Action – the Clerk**
- **The junior climber** – the quarterly inspection recommends replacing all rotten timbers. **Agreed** (1) to accept the quote of £230 from Big Wood Play Systems. (2) to accept the quote of £120 to paint the deck and bridge of the multi play with anti slip. **Action – the Clerk**
- **The trim trail** – the quarterly inspection recommends removing the additional timbers and replacing rotten timbers and covering the exposed concrete. **The Clerk to chase this item.**
- **Litter** picking on the field and car park – **Agreed** to accept the quote of £45pcm from Greensward.
- **The seesaw:** Next to one of the caps in the beam that secures this to the suspension unit there is a hole alongside the cap This is possibly due to the beam decaying internally, which will make it weak at the centre pivot point. **Agreed** to seek the cost of a replacement in metal or plastic before considering the repair at a cost of £120. **Action – the Clerk**
- **Swing** – replace two cradle seats and paint swing crossbar – **Agreed** to obtain a comparable quote and bring to the next meeting. **Action – the Clerk**
- **Wobbly football post** – raised previously when it was agreed to monitor, the weekly inspections have raised this issue again. **Agreed** to ask Nick Taylor if he can undertake the work. **Action – the Clerk**

173. PLANNING APPLICATIONS

- 2019/0320/LBC Proposed Installation of 8No. air conditioning units to Main House on roof, 2No. to Lodge House at South side and 2No. to Coach House to the rear, including associated pipe work and internal units. Safety Railing on Main House Roof, (Part-Retrospective). Babington House Vobster Cross To Hatchet Hill Babington – **Agreed** to express concern that unauthorised work had already started which we would hope the Planning Officers would address.
- 2019/0509/LBC Proposed terrace extension to existing Orangery with materials to match existing. Two sash windows in the Log Room to be converted to gunstock style French Doors using the same proportions and glazing divisions as the existing windows. Existing brick chimney

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breast in the Log Room is to be demolished and reconstructed to house a flue of sufficient diameter and height to service the existing fireplace. Minor Amendments, Alterations and Additions to Main House and Leisure Facilities (Part Retrospective) Babington House Vobster Cross To Hatchet Hill - **Agreed** to express concern that unauthorised work had already started which we would hope the Planning Officers would address.

- 2019/0508/FUL Proposed terrace extension to existing Orangery with materials to match existing. Two sash windows in the Log Room to be converted to gunstock style French Doors using the same proportions and glazing divisions as the existing windows. Existing brick chimney breast in the Log Room is to be demolished and reconstructed to house a flue of sufficient diameter and height to service the existing fireplace. Minor Amendments, Alterations and Additions to Main House and Leisure Facilities (Part Retrospective) Babington House Vobster Cross To Hatchet Hill Babington - **Agreed** to express concern that unauthorised work had already started which we would hope the Planning Officers would address.
- 2019/0387/TCA Works to trees in a conservation area:- T1 - Holly tree - reduction to 10ft. Church Of St Peter And St Paul Church Street Kilmersdon – **Agreed** to accept the Tree Officer's advice

174. FORWARD PLANNING

The Clerk to update the forward planning summary for the next meeting.

175. CORRESPONDENCE

There was no correspondence.

176. OUTSIDE BODIES

There were no outside bodies reports.

177. ONGOING MAINTENANCE OF THE SOMERSET WOOD IN MEMORY OF THOSE WHO LOST THEIR LIVES IN THE FIRST WORLD WAR

The Parish Council received correspondence from Cheddon Fitzpaine and West Monkton parishes regarding maintenance of a Somerset Wood in memory of those who lost their lives in the First World War. There had been no feedback following an article in Kilmersdon Parish News. **Agreed** to not pursue this further.

178. NOTICEBOARD AT COLES GARDEN

Cllr Lewis gave an update on repairs he had undertaken after the noticeboard fell over. A local person is helping out and further costs will involve new Perspex and internal noticeboard. **Agreed** the Clerk asks the Village Hall if their noticeboard can be used to display the Election notices.
Action – the Clerk

179. MATTERS OF REPORT AND ITEMS FOR THE NEXT AGENDA

There were none.

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180. DATE OF NEXT MEETING 15TH April 2019.

The Annual Parish Meeting to be held on 15th April at 7pm immediately prior to the Parish Council meeting – The Play Park and an update on broadband to go on the agenda. The Clerk to draft an agenda for circulation. **Action – the Clerk**

Agreed that the May Parish Council meeting be changed to 14th May 2019 to comply with regulations in an election year.

The Election procedure was discussed. **Agreed** that the Clerk circulates the procedure for standing for election to all Councillors. **Action – the Clerk**

It was agreed to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

181. REVIEW OF LEASES

Following a summing up of the position so far, it was **agreed** that the Clerk contacts the landlord to ask for the revised draft of the leases for consideration without prejudice, noting that consultation with the Village Hall Committee is not to take place via the Parish Council. **Action – the Clerk**

182. ANNUAL PAY REVIEW OF THE CLERK

The Clerk was awarded an annual pay increase in line with Spinal Column Point 19 (£10.37 per hour) of the NALC pay scales with effect from 1st April 2019. **Action – the Clerk**

The meeting ended at 9.30pm.

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