

KILMERSDON PARISH COUNCIL

YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL TO BE HELD REMOTELY VIA ZOOM ON MONDAY 20TH JULY 2020 AT 7.30PM

A G E N D A

1. **APOLOGIES** To receive apologies for absence
2. **DECLARATIONS OF INTEREST** To note any Councillors' interests
3. **MINUTES** To approve the Minutes of the Parish Council Meeting held on 15th June 2020. (Pages 1-3).
4. **PUBLIC SPEAKING TIME (max 15 mins).**
5. *Part 2 To resolve to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings Act) 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*
6. **REVIEW OF LEASES**
7. **TO REVERT TO PUBLIC SESSION**
8. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross £	Net £	Power	Ch no
ROSPA Playsafety Ltd	Annual play inspection	94.80	79.00	LGA Misc Provisions Act 1976 s.19	001430
Greensward	Quarterly grounds maintenance	537	447.50	LGA Misc Provisions Act 1976 s.19	001431
HMRC	Clerk's tax	192.20	192.20	LGA 1972 S112	001432
L Close	Salary - June	256.62	256.62	LGA 1972 S112	001434

NatWest Bank mandate – telephone/online banking application in progress.

9. **HIGHWAY MATTERS**
10. **PLAYING FIELD**
 1. See saw – progress on its renovation
 2. Trim Trail – response from the consultation – no responses
 3. Garden area next to the playing field and the spiral garden – Green and Gorgeous has quoted the initial tidy to get it back into shape would be £390 + VAT, including waste removal.

Quarterly visits would be on the basis of 2 gardeners for 4 hours each time, and would be £190 + VAT per visit. They feel this may well leave it looking a little untidy at times, but additional hours could be scheduled if necessary at £23 + VAT per gardener per hour.

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This would be unbudgeted expenditure, however there is a £500 contingency. Alternatively it was suggested that it might be grassed over and then be part of the mowing regime.

4. Stabilising the football posts - update
5. Items arising from the ROSPA Annual Play Inspection:

Low risk

Litter bin - Item is not secure. Task – secure

Four bay swings – Bird fouling. Task - It is recommended that playground equipment be regularly checked for bird fouling - if found, the affected items should be cleaned with a disinfectant solution. Swing seats - Loose swing seat eye-bolts. Task – tighten.

Surface under the four bay swings - Shrinkage / separation of the surface. This may give a trip hazard. Task – repair. Trip points on the surface. Task - Make level. Vegetation obstructing sign or causing hazard. Task - remove

Play train - Fixtures loose or missing. Task – tighten. Timber is decayed. Task – replace affected parts.

Multi play - There are natural splits / shakes in the timbers. Task - Shakes vary. Monitor and consult manufacturer if dimensions exceed 8 mm at sections used to grip / grasp. Finger entrapment. Task – monitor.

Trim Trail - There are natural splits / shakes in the timbers. Task - Shakes vary. Monitor and consult manufacturer if dimensions exceed 8 mm at sections used to grip / grasp. Strimmer damage to supports is likely to accelerate timber rot. Task – prevent further damage. Timber is decayed. Task – check on a regular basis.

Zip wire - There are natural splits / shakes in the timbers. Task - Shakes vary. Monitor and consult manufacturer if dimensions exceed 8 mm at sections used to grip / grasp. Strimmer damage to supports is likely to accelerate timber rot. Task - Prevent further damage.

Basket swing - Fixtures loose or missing. Task - Tighten. There are natural splits / shakes in the timbers. Task - Shakes vary. Monitor and consult manufacturer if dimensions exceed 8 mm at sections used to grip / grasp.

Medium risk

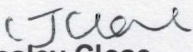
Zip wire Chain covers prevent a thorough inspection of all chain links. Task - Remove chain covers to inspect according to manufacturer's instructions.

Basket swing - Closely monitor condition of top bar. The 125 mm dia profile is lightweight for this type of equipment. Consideration should be given to renewal.

Goalposts - Item has corrosion. Task – treat and repair. Loose in ground. Task – reset.

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11. **PLANNING APPLICATIONS (Cllr Butt)**
2020/1169/OTS Outline Planning Permission for the erection of 6no dwellinghouses with details of access. Land Adj Orchid Close Writhlington Radstock
12. **MENDIP LOCAL PLAN PART 2 EXAMINATION – INSPECTOR’S DOCUMENTS** To consider whether to take part in the hearing (deadline to register is 27th July) and confirm which of the Inspector’s questions relate to Parish Council concerns **(Page 4)**
13. **CORRESPONDENCE**
14. **OUTSIDE BODIES**
15. **FINGERPOSTS** To consider renovating the Church Square fingerpost as suggested at the last meeting. Report of the Clerk **(Pages 5-7)**
16. **MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING**
17. **DATE OF NEXT MEETING – 21st September 2020**


Lesley Close
Parish Clerk

13th July 2020 Clerk@kilmersdonpc.co.uk Tel: 07521 951471 www.kilmersdonpc.co.uk

To Cllrs N Brand, R Butt, E Drewe, G Doswell, N Ham, D Hudson, B Nagel.

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, Health & Safety and Human Rights.

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KILMERSDON PARISH COUNCIL

Minutes of a Meeting of Kilmersdon Parish Councillors
Held remotely via Zoom
At 7.30pm on Monday 15th June 2020

PRESENT: Cllr N Brand (Chair) Cllrs R Butt, G Doswell, E Drewe (Vice Chair), N Ham, D Hudson and B Nagel.

ABSENT: -

ATTENDING: Alison Barkshire, Mendip District Councillor, Ken Lewis, L Close (Parish Clerk).

25. **ELECTION OF CHAIR AND VICE CHAIR AND TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE OF THE CHAIR**
Cllr Brand was elected Chair and Cllr Drewe was elected Vice Chair. Cllr Brand signed the Declaration of Acceptance of Office.
26. **APOLOGIES**
Apologies were received from County Councillor Pullin, who intends to join the July Parish Council meeting.
27. **DECLARATIONS OF INTEREST**
There were no declarations of interest.
28. **MINUTES**
The minutes of the Parish Council meeting held on 18th May 2020 were **agreed** as a true record and would be signed after the meeting.
29. **PUBLIC SPEAKING TIME**
There were no members of the public.
30. **CONFIDENTIAL SESSION**
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.
31. **REVIEW OF LEASES**
The Chair welcomed Ken Lewis and there was a discussion on the lease proposal which had been put forward by the landlord's agents. Following a detailed discussion it was **agreed** that, with the exception of the change of curtilage area around the Village Hall, the landlord's proposal was not acceptable because it put the Parish Council in the untenable position of maintaining the car park without authority to do so. Referring back to the remote meeting with the landlord, the new proposal goes against what was agreed verbally. The position of the Parish Council therefore is that either an agreement is set up which gives the Parish Council authority to maintain and regulate the car park, or these duties revert to the landlord. Since the current arrangement does not give the Parish Council authority to maintain and
Minutes are draft until approved at the next meeting.

Signed:

Date:

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regulate the car park and given the fact that the Parish Council has a duty to manage the spending of the precept with due diligence, the Parish Council will stop maintaining the car park until/unless it has the proper authority to do so. The Clerk would draft a response for circulation to the Parish Council before it is sent. It was further agreed that the Parish Council's position in this be outlined in the next Kilmersdon Parish News. *Action – the Clerk*

32. TO REVERT TO PUBLIC SESSION

Ken Lewis was thanked for his input and the meeting reverted to public session.

33. FINANCIAL MATTERS

The following payments were **agreed**. They would be passed to Cllr Brand to sign and pass on to another Councillor to sign and return to the Clerk.

Payee	Detail	Gross	Net	Power	Ch no
L Close	Salary - May	£256.42	£256.42	LGA 1972 S112	001427
Paul Clark Accountants Ltd	Internal audit	£180.00	£150.00	LGA 1972 S143	001428
SALC	Affiliation fee	£167.19	£167.19	LGA 1972 S112	001429

IntelInternet banking – It was noted that one more signature is required before the revised form is returned to NatWest. *Action – the Clerk*

Bank signatories – The addition to the bank mandate of new councillors was confirmed and the removal of former councillors.

34. HIGHWAY MATTERS

The Chair outlined a meeting with Cllr Mike Pullin regarding the moving of the 30mph signs, He has discussed this with Highways and is looking to have them moved further up the hill, Mike Pullin will continue to discuss this with Highways and will attend the next meeting with a further update.

35. PLAYING FIELD

1. See saw – Cllr Nagel reported that an industrial sized sander and fixings were now available and attempts would be made to install the see saw this weekend. *Action – Cllr Nagel*
2. Trim trail – There had been no responses to the consultation to move from wooden to metal equipment on the trim trail. **Agreed** to extend the consultation deadline, with a note in Kilmersdon Parish News to the effect that if no negative responses are received then the Parish Council will look to proceed with the new metal play equipment. *Action – the Clerk*
3. Garden area next to the play park – The Clerk was currently going out to tender and would hope to bring back costings to the next meeting. *Action – the Clerk*

36. PLANNING APPLICATIONS

Minutes are draft until approved at the next meeting.

Signed:

Date:

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Notification of outline planning application for erection of up to 6 x dwellings at land adjoining Orchid Close, Writhlington – the Parish Council cannot comment until this application is registered with the planning authority.

37. FORWARD PLANNING

Item 4 relating to stabilising the goalposts would be done shortly. *Action – Cllr Ham*

Item 5 relating to the cutting back of the car park hedges would be held in abeyance until there was more certainty on the lease.

The meeting adjourned at 8.10pm due to the closure of Zoom and re-started five minutes later. Cllrs Alison Barkshire, Raph Butt and Gael Doswell left the meeting at this point.

38. ONE SOMERSET CONSULTATION ON THE PROPOSAL TO CREATE ONE COUNCIL FOR SOMERSET

Given the deadline of 3rd July, **agreed** to complete and return the forms individually. The Clerk to re-circulate the link. *Action – the Clerk*

39. CORRESPONDENCE

Royal British Legion consultation on the dressing of military graves – the Parish Council had no objection to the Royal British Legion's proposal to dress the military graves and hold a small ceremony and prayer on the Sunday preceding Remembrance Sunday, provided of course that any Government regulations particularly on distancing at that time are met. *Action – the Clerk*

40. OUTSIDE BODIES

There were no reports.

41. TRUESPEED IN THE VILLAGE

It was noted that installation was scheduled to finish in September/October.

42. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

Fingerposts in the Village – it was suggested that, given the delay in being able to re-submit the application for Heritage Lottery Funding, that the Parish Council considers funding the renovation of the fingerpost at Church Square itself. The Clerk to check costings, look at the budget and email all Councillors. *Action – the Clerk*

43. DATE OF NEXT MEETING: 20TH July 2020

The meeting ended at 8.30pm

Minutes are draft until approved at the next meeting.

Signed:

Date:

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01/07/2020

Gmail - [OFFICIAL] Mendip Local Plan Part 2 examination - Inspector's documents ED29 & ED30



Lesley Close <kilmersdonclerk@gmail.com>

[OFFICIAL] Mendip Local Plan Part 2 examination - Inspector's documents ED29 & ED30

2 messages

Young, Robert <Robert.Young@mendip.gov.uk>
To: PlanningPolicy <PlanningPolicy@mendip.gov.uk>
Cc: "Sestini, Andre" <Andre.Sestini@mendip.gov.uk>

Mon, Jun 29, 2020 at 5:16 PM

MENDIP LOCAL PLAN PART II EXAMINATION

To all respondents to Mendip District Council Proposed Main Modifications consultation

Following my email 3 April 2020 with the Inspector's document ED27 outlining the way forward for the examination, attached are two further documents –
ED29 – Inspector's Additional Hearings Guidance Note
ED30 – Inspector's Additional Hearings Matters and Issues

Additional Hearings

The Inspector has **provisionally** scheduled additional hearings starting on **Tuesday 22 September** (ED29 para 4).

Because of the constantly changing nature of the current circumstances, it is not feasible at the moment to confirm precise details of how the hearings will be conducted (ED29 paras 5-7). However, I will all inform concerned whenever new information is available.

Hearing Participation

If you are thinking about taking part in the additional hearings, please note initially ED29 paras 3 and 24.

The additional hearings are restricted to the soundness of the proposed additional 505 dwellings to be allocated within the north-east past of the District.

The Inspector will only be discussing the issues and questions that he has raised in his Matters and Issues (ED30) - he will not be considering any other aspects of the Plan.

If you wish to take part in the hearings and your representation to the Main Modifications consultation is relevant to the issues to be discussed, please let me know by **Monday 27 July** (ED29 para 21) and confirm which of the Inspector's questions in ED30 relate to your concerns.


Please do not hesitate to let me know if you have any queries.


Regards, Robert Young

Programme Officer

Mendip Local Plan Part II examination

2 attachments

 ED29 - Mendip Local Plan Part 2 Examination - Inspector's Additional Hearings Guidance Note 29 June 2020.pdf
171K

 ED30 - Mendip Local Plan Part 2 Examination - Inspector's Additional Hearings Matters & Issues 29 June 2020.pdf
74K

Lesley Close <kilmersdonclerk@gmail.com>
To: Brian Nagel <brian@dataconnection.onmicrosoft.com>, Donald Hudson <donauld@kilmersdon.com>, Edward Drewe <edward@caveassociates.co.uk>, Gael Doswell <gaeldoswell@gmail.com>, Neil Brand <neil_x_brand@nfmutual.co.uk>, Nick Ham <ham.nick@rocketmail.com>, Raph Butt <raphbutt@btinternet.com>

Tue, Jun 30, 2020 at 9:20 AM

I shall put this on the July PC agenda.

Best wishes,

Lesley

Lesley Close
Parish Clerk

(5)

Fingerposts

1. Background

At the last meeting I was asked to look at whether the budget would allow for the renovation of the Church Square fingerpost in Kilmersdon.

You may remember that the Heritage Lottery fund has stopped taking applications due to Covid-19 until at least October 2020. I have checked their website and this announcement still stands. An application to renovate all the fingerposts in the parish is ready to be submitted.

2. Costings

I have sought a quote from Chris Ingrem, who would renovate as it is (with the crown missing) for £255 (quote attached)

And I also have a quote from Somerset Forge (who did the Chilcompton fingerpost)

- 1 - Renovation as it is (with missing crown) - £240
- 2 - Renovate and supply and fit a new crown - £540

3. Budget

We have in fact budgeted £475 for fingerpost renovations in 2020/21, the thinking being that if the Heritage Lottery application was unsuccessful we could at least start renovating them on a rolling basis year by year. Since then the costs have gone up slightly.

4. For decision

The Parish Council is asked to consider whether it is worth waiting for the Heritage Lottery to re-open, or whether to go ahead and undertake the Church Square renovation.

Lesley Close



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chrisingrem.co.uk
07876 301615
enquiries@chrisingrem.co.uk

Quotation for:

21 June 2020

Mrs Lesley Close
Clerk to Kilmersden Parish Council
The Mews
Thickthorn Lane
Chilcompton
Somerset
BA3 4XS

Dear Lesley

I have pleasure in providing you with my quotation for complete redecoration of the Church Square finger post (renovating it as it is with the crown missing). I'm afraid, as a painter and decorator, I do not undertake metalwork repairs. I notice there are 'National Cycle Network' applied signs attached to the post. These would of course need to be removed to allow redecoration and ideally re-sited going forwards.

Description of services:

Signpost - Church Square	
<ul style="list-style-type: none"> ▪ Clean, rub down and prepare; ▪ 1 coat Blackfriars grey or red oxide metal prime; ▪ 2 coats white metal Rustoleum Combicolor gloss; ▪ 2 coats Metalcote Plant Enamel Paint BS18B28; ▪ Pick out lettering in Blackfriars black satin. 	£255
<i>Materials included, all paints as set out above and sundries (all paints follow the Somerset County Council guidance for this area).</i>	

I hope the quotation is of interest to you and I look forward to your further instruction.

Kind regards

Chris Ingrem



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Somerset Forge Ltd

Easton Engineering Works, Easton, Nr Wells, Somerset, BA5 1EH
Tel: 01749 870037 Fax: 01749 871067 Email: info@somersetforge.co.uk

19th June 2020

Quote for works to Finger Post at Church Square, Kilmersdon

Refurbish the existing post and finger	£240.00
Supply and fit new crown to the post <u>£300.00</u>	
Total	£540.00

All prices are subject to VAT

Refurbishment of posts

All components will be removed back to our workshops. Here, each item will be shot blasted and primed. Each component is then painted with top coat and highlighting as appropriate. All fingers and finials will be fitted with a new grub screw.

The post base will be cleaned and repainted in situ using the appropriate colour of grey and including any highlighting necessary.

Posts will be reassembled onto a new galvanised centre spigot.

Cheques payable to Somerset Forge Ltd, BACS payments sort code 40-46-06 a/c 61022911
VAT no. 336 6168 45