

## KILMERSDON PARISH COUNCIL

**YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL TO BE HELD AT COLES GARDEN MEETING ROOM, KILMERSDON ON MONDAY 19TH JULY 2021 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** 22<sup>nd</sup> June 2021. **(Pages 1-4).**
4. **PUBLIC SPEAKING TIME** (max 15 mins).
5. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross	Net	Power	Ch no
L Close	June salary	£256.62	£256.62	LGA 1972 S112	EB38
Kilmersdon Village Hall Management Committee	Monthly Ground maintenance	£20.00	£20.00	LGA 1972 Sch 12	EB39
N Brand	Reimbursement of statutory declaration witness by Thatcher and Hallam	£5.00	£5.00	LG(Misc Provisions) Act 1976 s.19	EB40
Primrose	Monthly Ground maintenance - July	£175.50	£146.25	LG(Misc Provisions) Act 1976 s.19	EB41
Primrose	Monthly Ground maintenance – <b>August to be scheduled 20/8/21</b>	£175.50	£146.25	LG(Misc Provisions) Act 1976 s.19	EB42
Caloo	Zip wire	£10,580.10	£8,816.75	LG(Misc Provisions) Act 1976 s.19	EB43
SALC	Membership of NALC and SALC	£161.67	£161.67	LGA 1972 S112	EB44

Income – to note £1,000 grant from Tesco Bags for Life, as submitted by Vanessa Dale, for spending on the play park within 12 months.

Also, to note £1,000 received from the Village Shop Committee towards legal fees. Contribution from the landlord not yet received (12/7/21)

6. **HIGHWAY MATTERS**
  - **Flooding on the Mells to Babington Road** – reported to Highways 23/6/21 Response from Highways: I can confirm that we have put this site forward for inclusion in our 2022/2023 drainage improvements programme, should budgets allow we will try to include this site in this financial year's programme. Due to the topography of this area and the adjacent field run-off water naturally falls from East-West. It's possible that improvement works could potentially increase the water discharge at a greater rate than it is naturally doing so at

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present, for this reason we will have to consult with the adjacent landowner, this may influence how the works are designed and undertaken.

- **Treacherous highway in freezing weather at Hoares Lane** – reported to Highways 23/6/21
- **Jack and Jill Hill** – the wall at the top of the hill on the right hand side showed signs of bulging under pressure with stones coming out and danger of collapse. Reported to Savills 23/6/21 for the attention of the landowner.
- **The general state of untidiness of the village with weeds on the pavements** was reported to Highways 23/6/21 with a request for the schedule of weed killing.

### 7. PLAYING FIELD

1. Post and rail fencing – quote (Cllr Ham)
2. Concreting down the floor standing bin – £85, undertaken by agreement via email by Greenward along with the tree and bench work agreed at the last meeting.
3. Checking the Integrity of the swings – per the attached ROSPA play inspection report. GB Sport and Leisure report: An integrity check would include dismantling the head castings to check the internal condition of the head studs, crossbar, head castings, wedges and legs. As the crossbars are solid steel and weigh approximately 60kgs per section we would need towers to support the crossbar if a full dismantling inspection is required. Another option would be to remove the top of the castings to check for wear and corrosion providing it is possible to get the bolts out. If we found excessive wear and/or corrosion you would need replacement castings. The ID plate shows that the swing was manufactured in 1971 which tallies with the style ie the balls on the tops of the castings which were discontinued around 1976. There were other safety issues with this type of swing that may or may not apply to your swing which I will gladly discuss with you if required. As the swing is 50 years old it may be time to consider a replacement so please let me know if you would like a price for this option.
4. Installing a steel slide on the MPU – GB Sport and Leisure requested the dimensions of the aperture and its distance to the ground, which the Clerk sent w/c 5/7/21
5. Cutting back the hedge to the boundary line on the right hand side of the field – Primrose has requested a site meeting because there is a lot to cut back
6. To note the small train and trim trail proposed installation date of 5/7/21
7. Repair the bench at the edge of the field and raising the canopy of the tree above it – update
8. Erosion to soil around the base of the basket swing – update
9. From the play park weekly inspections – there are some stones missing from the wall of the spiral garden at the entrance – photos circulated by email.
10. Abandoned car in village hall car park – reported to Mendip DC 23/6/21. Ian Glover of Mendip reported that it is a private car park and as such the Parish Council has to provide indemnity for it to be removed. Are we certain it is abandoned?

### 8. PLANNING APPLICATIONS (Cllr Butt)

- ENF/2021/0120 – 3 Kilmersdon Hill is now an enforcement issue and an update has been chased 23/6/21.
- Application Number: 2021/1509/FUL Erection of 3no. detached dwelling houses & a double garage: Site West Of Magnapur Charlton Lane

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9. **CORRESPONDENCE**
10. **OUTSIDE BODIES**
11. **TO NOTE THE NOTICE HAS GONE UP ON THE NOTICEBOARD AND WEBSITE FOR THE PERIOD OF ELECTORS RIGHTS**
12. **MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING**
13. **DATE OF THE NEXT MEETING – 20<sup>th</sup> September 2021**

*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.*

### 14. **REVIEW OF LEASES**

A contribution of £1,800 instead of the agreed £1,500 has been agreed but not yet received from the landlord due to an increase in fees due to delays by their solicitor.

The contribution of £1,000 from the Village Shop Committee was received. The sub lease was commissioned with Clarke Willmott. To consider the draft clauses for inclusion.

1. Maintenance costs to cover litter picking, grass cutting etc.
2. Location of the soakaway on Parish Council land
3. Maintaining the youth shelter
4. To create and maintain a hard standing path from the car park to the shop door
5. Keeping the hedge cut back to the fence line to allow full access
6. An early break clause to be enacted if the Village Shop has not provided a deposit to cover the disposal and making good of the ground should the shop close
7. Operating hours should be in line with the planning consent

### 15. **QUOTES REQUESTED/ FUND COMMITTED (Page 5)**



**Lesley Close**  
**Parish Clerk**  
12th July 2021

**Tel: 07521 951471**

[Clerk@kilmersdonpc.co.uk](mailto:Clerk@kilmersdonpc.co.uk)  
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## KILMERSDON PARISH COUNCIL

### Minutes of a Meeting of Kilmersdon Parish Council Held at Kilmersdon Village Hall At 7.30pm on Tuesday 22<sup>nd</sup> June 2021

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

**ABSENT:** Cllr B Nagel

**ATTENDING:** Cllr A Barkshire, Mendip DC, L Close, Parish Clerk

#### 28. APOLOGIES

Apologies for absence were received from B Nagel.

#### 29. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 30. MINUTES

The minutes of the Parish Council meeting held on 18<sup>th</sup> May 2021 were **agreed** as a true record and were signed after the meeting.

#### 31. PUBLIC SPEAKING TIME

John Clayton of the Village Shop Committee attended for an update on the status of the Head Lease and a discussion on the Sub Lease. A planning application which is virtually the same as the last one is to be submitted soon. The Village Shop Committee was contributing £1000 to the legal fees for the sub lease.

#### 32. FINANCIAL MATTERS

The following payments were **agreed**. The Clerk scheduled the payments for 24<sup>th</sup> June and sent a screen shot of the electronic banking payment list to all Councillors for confirmation.

Payee	Detail	Gross	Net	Power	Ch no
Greensward	Tree Survey	£180	£150.00	LGA 1972 S143	EB30
L Close	May salary	£256.42	£256.42	LGA 1972 S112	EB31
Primrose	Monthly Ground maintenance	£175.50	£146.25	LGA 1972 S143	EB32
GB Sport and Leisure	MPU repairs and firemans pole	£648.00	£540.00	LGA 1972 S143	EB33
Love Creative UK	Website back up and update service	£216.00	£180.00	LGA 1972 S112	EB34
HMRC	Clerk's Tax	£192.00	£192.00	LGA 1972 S112	EB35
ROSPA	Annual Play Inspection	£94.80	£79.00	LGA 1972 S143	EB36
Ben Windel	Goalposts moving	£352.80	£294.00	LGA 1972 S143	EB37

*Minutes are draft until approved at the next meeting.*

Signed:

Date:

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### 33. HIGHWAY MATTERS

- Flooding on the Mells to Babington Road -Cllr Pullin has still not responded. The Clerk to raise this directly with Highways. *Action – the Clerk*
- Treacherous highways in freezing weather on Hoares Lane –Cllr Pullin has still not responded. The Clerk to raise this directly with Highways. *Action – the Clerk*
- Safety concerns on the B3139 from the White Post to Charlton as raised by local residents – the current discussions were noted as being in hand.
- Jack and Jill Hill – the wall at the top of the hill on the right hand side showed signs of bulging under pressure with stones coming out and danger of collapse. The Clerk to report this to Savill for the attention of the landowner. *Action – the Clerk*
- The general state of untidiness of the village with weeds on the pavements was raised and would be reported to Highways. *Action – the Clerk*

### 34. PLAYING FIELD

- To note the small train and trim trail installation have been deferred to 1/7/21.
- Quote to repair / move the bench at the edge of the field – Tree report circulated 27/5/21 and a quote requested for T5 which is the one which is too low over the bench. **Agreed** to commission Greensward to repair the bench and raise the canopy of the tree - £120.00
- Moving the goalposts to accommodate the zipwire – this has been done by Ben Windel. There were ongoing discussions with the Parishioner from 51 Silver Street and concerns over the goal posts positioning were noted.
- Quote for dragons' teeth or bollards to prevent cars on the field – the quote was received. **Agreed** that Cllr Ham seeks quotes for post and rail fencing. A letter be sent to the person who drives over the grass stating that vehicular access will no longer be viable, to be hand delivered by Cllr Doswell. *Action – Cllr Ham, Cllr Doswell, the Clerk*
- Repair the fireman's pole and other works to the MPU timbers – completed 21/6/21
- Erosion to soil around the base of the basket swing – Cllr Ham to bring in some topsoil for this purpose. *Action – Cllr Ham*
- Quote to fix the bolts on the rear of the goalposts – completed
- From the play park weekly inspections – there are some stones missing from the wall of the spiral garden at the entrance – awaiting update
- Zipwire – has been installed
- Abandoned car in village hall car park (as raised via Cllr Hudson) – to be reported to Mendip DC. *Action – the Clerk*
- From the ROSPA Annual Inspection – the swings require an integrity check, the MPU Timbers are decaying and the slide is cracked – timbers were filled by GP Sport and Leisure in June. A site inspection revealed that two more timbers required replacing on the MPU and a steel replacement slide was required. The Clerk would get quotes. *Action – the Clerk*
- Bolts on the basket swing were tightened.
- Broken Plastic slide was removed and quotes would be arranged for a metal replacement *Action – the Clerk*

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Signed:

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- Cllr Ham and Brand to replace two rotting timbers on the MPU Action – *Cllrs Brand and Ham*

### 35. PLANNING APPLICATIONS

- ENF/2021/0120 – 3 Kilmersdon Hill is now an enforcement issue and an update had not yet been received. The Clerk to chase. *Action – the Clerk*
- 2021/0325/FUL Proposed conversion of outbuilding to form single dwellinghouse. (amended location plan rec'd 03.06.2021) Ammerdown House Radstock Lodges To Ammerdown House, Kilmersdon – no objections
- 2021/0326/LBC Proposed conversion of outbuilding to form single dwellinghouse. Location: Ammerdown House Radstock Lodges To Ammerdown House Kilmersdon – no objections

### 36. CORRESPONDENCE

- Cutting of the grass verge outside Orange Farm – this is being put on the Highways verges schedule to be cut.
- Urinating on the playing field – correspondence from the Village Hall Committee noted. **Agreed** to respond with the suggestion that the taxi registration is noted next time so that it can be reported to Mendip DC. *Action – the Clerk*

### 37. OUTSIDE BODIES

There were no outside bodies reports.

### 38. KILMERSDON GARAGE

**Agreed** to dispose of the mechanical items in the garage.

### 39. FORWARD PLANNING

The report was noted. Noted that the noticeboard at Coles Garden needs stabilising and that the hedge adjacent to the Village Hall car park needs to be cut back to the fence.

### 40. ITEMS OF REPORT AND ITEMS FOR THE NEXT MEETING

Cllr Barkshire reported problems with waste collection, with Mendip DC struggling to find enough HGV drivers. Also, a challenging year ahead with staff leaving due to the pending unitary status.

41. **DATE OF NEXT MEETING:** Either 19<sup>th</sup> July at Coles Garden providing social distancing no longer needs to be observed, or later that week at Kilmersdon Village Hall. The Clerk to make provisional bookings and confirm the week beforehand once government guidelines are made known.

### 42. 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

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would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### 43. TO RECEIVE ANY UPDATE ON LEASES

- The head lease had been signed by Cllrs Brand and Nagel and a statutory declaration was underway to be witnessed by Thatcher and Hallam as an independent solicitor. The digital copy would be circulated and a paper copy would be kept by the Clerk. *Action – the Clerk*
- In relation to the sub lease it was **agreed** (1) to seek the £1,000 contribution from the Village Shop Committee; (2) Once this is received, to commission the sub lease with Clarke Willmott at a cost of £2,000- £2,500; (3) to ask Clarke Willmott to produce the draft and then the Parish Council will add its clauses such as operating hours in line with the planning application, early termination clause if the funding for restoration of ground is not received by a certain date. *Action – the Clerk*
- Agreed to vire £4,000 from the Legal Fees (Planning) budget to Legal Fees (General) to meet the cost of legal works

### 44. QUOTES FOR WORKS AT THE PLAYING FIELD

These were considered under minute 34.

The meeting ended at 8.10pm

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Signed:

Date: