

# KILMERSDON PARISH COUNCIL

## Minutes of a Meeting of Kilmersdon Parish Council Held at Coles Garden Meeting Room, Kilmersdon At 7.30pm on Monday 20<sup>th</sup> September 2021

**PRESENT:** Cllrs N Brand (Chair), E Drewe (Vice Chair) N Ham, D Hudson and B Nagel.

**ABSENT:** Cllrs R Butt and G Doswell

**ATTENDING:** Cllr A Barkshire, Mendip District Council, L Close, Parish Clerk.

### 61. APOLOGIES

Apologies for absence were received from Cllr R Butt.

### 62. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 63. MINUTES

The minutes of the Parish Council meeting held on 19th July 2021 were **agreed** as a true record and were signed after the meeting.

### 64. PUBLIC SPEAKING TIME

There were no members of the public.

### 65. FINANCIAL MATTERS

The following payments were **agreed**. The Clerk scheduled the payments for 23rd Sept and sent a screen shot of the electronic banking payment list to all Councillors for confirmation.

Payee	Detail	Gross	Net	Power	Ch no
L Close	July salary	£256.62	£256.62	LGA 1972 S112	EB45
K Hutton	Defib training grant as agreed 19/7/21	£100.00	£100.00	LGA 1972 Sch 12	EB46
SALC	Training - councillor	£50	£50	LG(Misc Provisions) Act 1976 s.19	EB47
Primrose	Monthly Ground maintenance – Sept	£175.50	£146.25	LG(Misc Provisions) Act 1976 s.19	EB48
L Close	Aug Salary	£256.42	£256.42	LGA 1972 S112	EB49
Caloo	Zip wire – balance pending	2116.02	1763.25	LG(Misc Provisions) Act 1976 s.19	Pending
Wicksteed	Trim Trail and Train	£15,540	£12.950	LG(Misc Provisions) Act 1976 s.19	EB50
Somerset Forge	Charlton Fingerpost renovation	£2034.00	£1695.00	LG(Misc Provisions) Act 1976 s.19	EB51
HMRC	Clerks Tax	£192.00	£192.00	LGA 1972 S112	EB52
Read Agriservices via Cllr N Ham	Timber to repair the multi play unit	£16.36	£13.63	LG(Misc Provisions) Act 1976 s.19	EB53

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**Caloo** – The Clerk to chase Caloo in respect of the re-tensioning of the zipwire and the final balance of payment. This payment was held in abeyance until confirmation of the works is received. *Action – the Clerk*

**Income** - £1,000 received from Tesco grants for play area; £1,800 received from A Jolliffe as contribution to the legal fees for the lease.

### 66. HIGHWAY MATTERS

- **Treacherous highway in freezing weather at Hoares Lane** – reported to Highways 23/6/21 and to Savills 20/7/21 in respect of the ditch. Savills has confirmed that steps are in place to mitigate migration of water from field to road.
- **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 and again on 20/7/21 with an additional request to clear the overgrown pathway. Savills have reported that the wall belongs to the school and they are aware of the problem. Overgrown pathway reported again to Savills 6/9/21 and vegetation was cut back accordingly.
- **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. This was chased 20/7/21 in respect of the 4ft high nettles. A response was received 27/7/21: With reference to weed killing unfortunately we no longer undertake weed spraying on a planned programme. However, there is an exception to this and that is in relation to noxious weeds. I have asked our Area Superintendent to undertake an inspection to assess if reactive / safety works are required. Our Ref: 609065. **Agreed** to seek advice from Highways as to whether the Parish Council is allowed to arrange its own weedkilling and if so to seek a quote from Primrose for the pavement of the B3139 through Kilmersdon. *Action – the Clerk*
- **Charlton Fingerpost** – noted that this has now been renovated.
- **Grit Bins** – feedback received on the state of three grit bins in the Parish which would be forwarded to Mendip DC. Any further grit bins to be checked by Councillors and information sent to the Clerk. *Action – all Councillors*
- **Cottages between Charlton and the White Post on the B3139** – Further correspondence from concerned residents was received and the Chair had responded personally. **Agreed** that the Parish Council continues to chase for action to address this accident hotspot every month. *Action – the Clerk*
- **Welcome to Kilmersdon Signs** – The Clerk chases regularly for the signs to be renewed and continues to do so. *Action – the Clerk*
- **Cleaning of road direction signs** – The Clerk to seek advice from Highways on whether the signs might be cleaned. The ones in Kilmersdon are particularly difficult to read. *Action – the Clerk*

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### 67. PLAYING FIELD

1. Post and rail fencing – quote (Cllr Ham), ongoing.
2. Concreting down the floor standing bin – £85, to be undertaken by Greensward along with the tree and bench work once the permission to work on the tree has been obtained due to the TPO.
3. Checking the Integrity of the swings – per the ROSPA play inspection report. A request for a less invasive test was put to the manufacturers, Wicksteed on 20/7/21, with the response as follows - The problem you are going to have, is that if you start taking apart the head castings (the top sections where the uprights and crossbar go into), it is highly unlikely you won't get them back together! Agreed Cllr Ham to ask an Engineer to take a look at the taking apart of the swings for an integrity test. If the swings are deemed unsafe they are to be taken out of action immediately. The Clerk to seek quotes to replace the swings and options for funding. *Action – Cllr Ham and the Clerk*
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 and chased 20/7/21 - £2,446.80 plus VAT includes installation. Quotes being sought to replace the multi play. Caloo - £17,094, GB Sport and Leisure - £29,519, Sutcliffe - declined to quote because of work load. To put the swings as a priority and place this item on hold pending funding.
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. Cllr Ham is obtained a comparative quote which remained unopened until Primrose has also quoted. *Action – the Clerk.*
6. To note the small train and trim trail installation is complete.
7. Erosion to soil around the base of the basket swing – latest viewing of the site shows that the soil around this play equipment is fine.
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. **Agreed** that the Clerk emails the photos to Cllr Nagel who will talk to a local person about possibly undertaking this repair. *Action – Cllr Nagel and the Clerk*
10. Abandoned car in village hall car park – has now been removed.
11. Letter to the person driving across the grass at the playing field – feedback from Cllr Doswell in that he has stated he has permission from the landlord to do so. Queried with the landlord 26/7/21, with the following response - No such permission exists. The route to the herb garden is up the steps adjacent to the old garage, now Norton Garden Machinery. **Agreed** to write another letter to the resident stating that the Parish Council has checked with the landlord who has confirmed that no such permission exists and that post and rail fencing will be put up. *Action – the Clerk*
12. Strimming of the path next to 1 Silver Street was requested of the landlord 9/8/21. Cllr Nagel to check whether it has been done. *Action – Cllr Nagel*
13. Cutting back the silver birch and repairing the bench – put on hold whilst permission was put in to cut back the tree, which has a TPO.

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### 68. PLANNING APPLICATIONS

- ENF/2021/0120 – 3 Kilmersdon Hill **Agreed** to remove this from the agenda.
- Proposed residential scheme for land at Old Road, Writhlington **Agreed** to respond as follows: *Thank you for your letter of the 20th August 2021 regarding your proposed residential scheme at Old Road, Writhlington.*

*It would appear most of the alleged benefits you state will result from the scheme are BANES planning policy requirements and will have no benefit to Kilmersdon residents. In reality the impact on the village will be a negative one with increased traffic and further pressure on local services. The S106 legal agreement will be with BANES and any financial contributions will be used within that Council area and will have no benefit to our Parish.*

*In summary we do not agree that your proposed scheme will deliver key benefits for Kilmersdon but perhaps you will clarify what improvements and/or financial contributions your application will include specifically for the benefit of Kilmersdon. Action – the Clerk*

- Local Plan Partial Update and SPD consultations – the email of 27/8/21 was noted.

### 69. CORRESPONDENCE

Two emails were received from local residents logging the accidents on the B3139 and discussed at minute 66 Highways.

### 70. OUTSIDE BODIES

Given the current climate, the Neighbourhood Plan Team has agreed not to go ahead with the Neighbourhood Plan. **Agreed** to revisit this subject in several months in case there is anyone on the Parish Council who would like to take it on.

### 71. FORWARD PLANNING

Hedge running along the right-hand side of the playing field. **Agreed** that once it has been cut right back this year, it should then go in the annual ground maintenance contract. *Action – the Clerk*

### 72. TO REVIEW THE INDEPENDENCE OF THE INTERNAL AUDITOR, PAUL CLARK ACCOUNTANTS LTD, MARKSBURY <https://www.paulclark-accountants.co.uk/> IN PERSONAL, FINANCIAL AND PROFESSIONAL CAPACITY, AS PER THE UPDATED PRACTITIONERS GUIDE

It was noted that no councillors held an interest in the Internal Auditor in a personal, financial or professional capacity.

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### 73. ELECTIONS 2022 OR 2023

The Parish Council considered responding to the consultation on whether the Parish Council elections should be brought forward to 2022 to coincide with the principal authority elections and hence save money. **Agreed** to comment that elections should be held in 2022 to save money.

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

Cllr Barkshire of Mendip DC reported that more Enforcement Officers had been appointed. They had also received options for the number of councillors to be appointed to the new Unitary Authority.

### 75. DATE OF NEXT MEETING: 18<sup>TH</sup> October 2021

### 76. 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.

### 77. TO RECEIVE ANY UPDATE ON LEASES

The following conditions for the sub lease were discussed and expanded upon. *Action – the Clerk*

1. Maintenance costs for litter picking and grass cutting due to the additional footfall to the play park will be charged to the Village Shop at a rate of 25% of the grounds maintenance contract. For information the monthly grounds maintenance contract cost is £146.25 pcm.
2. Location of the soakaway on Parish Council land – the Village Shop Committee is responsible for maintaining the soakaway and any damage that might occur in its installation and/or removal.
3. Maintaining the youth shelter - the Village Shop Committee is responsible for maintaining the Youth Shelter.
4. To create and maintain a hard standing path from the car park to the shop door and to be responsible for any damage that might occur in its installation.
5. To maintain and keep the hedge which runs parallel to Norton Garden Machinery cut back to the fence line to allow full access.
6. An early break clause after 18 months from planning agreement to be enacted if the Village Shop has not provided a deposit of £10,000 to cover the disposal and making good of the ground should the shop close. The Parish Council would have the option to take over the building at nil cost if the shop fails and it believes it will be able to let it to another tenant, in this scenario the PC would return the deposit.

(We have a unique situation where we have a community organisation which is a new start without any funds and is funding/providing the building. In this instance a fair approach would be to establish the cost of restoring the playing field should the shop fail, ie the cost of removing the shop structure,

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any foundations, services and restoring the grass surface. A rent multiple in this instance is not an option.)

7. Operating hours should be in line with the planning consent.
8. To have the option to retain the structure at the end of the tenancy or if the tenancy ends early.
9. Waste bins to be enclosed and located on the Villag Shop's own demise, with paving so that bins are not taken over grass.
10. If the utilities to the shop cross the Parish Council land it is the responsibility of the Village Shop Committee to maintain and meet the cost of any damage which might occur in installation.

### **78. QUOTES FOR WORKS AT THE PLAYING FIELD**

The existing financial commitments were noted.

The meeting ended at 8.40pm

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