

MINUTES OF THE MEETING OF SHOSCOMBE PARISH COUNCIL HELD ON THURSDAY 5th SEPTEMBER 2019

Present: Ian Cannock, James Robinson-Burge, Nick Glass, Diana Aiken (Chair), Joy Schneidermann, Tricia Wastvedt, Glen Harrington, Fiona Crockett, Carolyn Keating and Jean Fossaceco (Clerk)

1. **Apologies:** Ashley Brunn
2. **Declaration of Interests for this meeting:** None
3. **10 Minutes Public Participation:** None requested
4. **Minutes of the last meeting:** These were found to be correct with the following amendments: **Item 7 – External Communications** – last sentence should read ‘The council agreed to defer for further discussion’. **Item 14 – Parish Plan** – last bullet point should read ‘seats and picnic tables at Recreation Field’ – Allotments: ‘notice to be put in newsletter inviting residents to register their interest’. Wellow Oil Group: ‘notice to be put in newsletter reminding residents of this group’. Woodland Trees: ‘potential sites to be investigated and also the involvement of the school’. Sustainability Projects: ‘e.g areas of the Recreation Field to be set aside for wild flowers, to be discussed at the September meeting’. Add TW/CK/FC to ‘action’ **Item 18 - PROW – James sending something** **Item 20 – school** – remove ‘and’ from 3rd sentence and insert full stop between Woodland Trees sentence and the mention of DBS checks and community volunteers helping out in the school making this two separate sentences.

5. Clerk’s Report	ACTION	TIMELINE
Report distributed. Items covered on the agenda.		
6. Financial Matters:		
Dunkley’s payroll - £24.00 ALCA Training invoice - £200.00 (£46.50 from Wellow PC) Heartsafe – defibrillator training - £195.00 These payments were all authorised – all in favour. Cheque from Wellow PC received for £46.50 towards the Heartsafe Defibrillator training. The Chair is now an authorised signatory with Natwest.		
7. Update on installation of the defibrillator in the Red Heritage Telephone Kiosk – Additional Training – provisional date 11th November:		
It has been confirmed there will be an additional training session in the Village Hall on Monday 11 th November. A new notice will be put into the newsletter.	DA	By newsletter deadline
8. Broadband		
An update was received 10 days ago informing us that a temporary pole, which we are told is the last link, would be installed in September, there has been a further delay but this is now scheduled for October and residents will be informed in November with the underground connection in November/December. Monitoring of this will continue.	DA	Until complete
9. Village Hall Recreation Ground and Play Area Considerations		
Reports distributed. There is no further update on Insurance Claim. Having received quotes from B&NES for play area repairs, we are still awaiting a formal quote from GB Sports and Leisure following a site visit with the clerk and the representative. We also await a quote for turf and sleeper replacements. As soon as we have all in place, a		

<p>decision can be made regarding the commencement of works/completion and the re-opening of the play area.</p> <p>A summary of costs over the last 5 years was presented. Discussions took place regarding gradually upgrading the area and how many funds may be used/raised. *****Agenda Item November</p> <p>Village Hall update and accounts were noted – no queries.</p>	JF	November meeting
10. Metal Detecting		
<p>Report and Policy distributed. It was proposed the Parish Council accepts this policy – Nick Glass and seconded – Diana. The Council would like to thank the History Group for all their work on this – unanimously in favour. The clerk will inform Rina Richards of the council’s decision and extend our thanks and support.</p>	JF	ASAP
11. Planning		
<p>Planning:</p> <p>Double Hill planning application - 19/00147/LBA – statement to panel 3rd July moved to 31st July – Report decision</p> <p>Railway Terrace - 19/03624/FUL</p> <p>The decisions and responses were duly noted.</p> <p>Councillors met with B&NES Planning (Report distributed) to seek advice on procedure.</p> <p>It was proposed that 3 Parish Councillors (DA/GH/IC) have delegated responsibility to assess applications. This would involve meeting with the applicant to discuss the plans and invite them to a PC meeting. If need be, an extraordinary meeting could be called or an extension to the B&NES comments deadline sought. Proposed – Nick Glass and seconded – Joy Schneiderman.</p> <p>It was confirmed the Parish Council should begin from a position of support while also taking neighbours’ views into consideration. Additionally, neighbours should be actively encouraged to submit their comments online. This will be reiterated in the newsletter.</p> <p>It was agreed that the council adopt the proposed procedure for assessing planning applications (to trial for the next 6 months), with two proposed amendments.</p> <ul style="list-style-type: none"> • An initial bullet point to be added to include for a visit to the applicant by a parish councillor to discuss the proposal and fully understand the application. • To take out the reference that invites comments from local residents. <p>We propose that the clerk contacts BaNES to find out if appropriate training for Parish Councillors in ‘assessing planning applications’ could be provided.</p> <p>Proposed – Glen Harrington and seconded Carolyn Keating. 8 in favour, one against.</p>	<p>DA/GH/IC</p> <p>JF</p> <p>DA</p> <p>JF</p>	<p>When Required</p> <p>Next newsletter</p> <p>By November meeting</p> <p>By November meeting</p>
12. Review Key Points on ALCA Training		
<p>Report distributed. Reflections were sought:</p> <p>It was helpful and clear – the role of councillors and clerk explained – it was very informative. Nolan Principles for reference as guidance.</p> <p>What does the council wish to achieve/how can we leave the Parish in a better state?</p>		

A workshop was suggested to build a team and understand individual roles and introduce possible new initiatives – 10 th October at DA house.	Councillors	10 th October
13. What do we want to achieve in the next 4 years?		
Already discussed.		
14. Climate Crisis/Parish Plan – Sustainability Projects		
Reports distributed. It was suggested a small working party of 2/3 be established to look at this issue. Terms of Reference will be written and presented to the November meeting. Once in place the working party could report back to the council on a regular basis. Proposed – Nick Glass and seconded – James Robinson-Burge. ***Agenda Item Parish Plan – report distributed. It was noted we have been successful with acquiring some trees from The Woodland Trust and the date for Litter Picking is confirmed as 19 th /20 th October.	TW JF	By November meeting Agenda item November
15. Business Procedures		
Scheme of delegation – Report distributed – this could involve delegating some decisions, payments up to a certain level, responsibilities etc. A scheme will be drafted out and presented to the council in November. Proposed – Ian Cannock and seconded – James Robinson – Burge. All in favour. ****Agenda Item External Communications – details of google mail addresses for councillors to use when communicating PC business will be sent through. It was clarified that councillors are able to send out reports directly to all other councillors and copy the clerk in. Standing Orders and Risk Assessment – deferred to November meeting. ****Agenda Item	NG JF DA JF	By November meeting Agenda Item November ASAP Agenda Item November
16. HELAA/Joint Spatial Plan and Local Plans		
It was noted some backwards stages have taken place.		
17. Highways		
Report distributed. It was noted the large rut in Wellow Lane has now been repaired and bollards installed. The clerk will check Highways on the situation regarding white lines at junctions again.	JF	ASAP
18. Public Rights of Way		
Reports distributed. It was noted some paths are very overgrown. There is some concern over spraying of verges by members of the public. It was suggested we involve the community in checks of footpaths with reports being uploaded onto the website. Councillors will look into this.	JRB/DA	By November meeting
19. Church		
Report distributed.		
20. School		
Nothing to report.		
21. Committee for Clerk's Review		
Committee – Ian Cannock, Tricia Wastvedt and Nick Glass. This will take place in November.		
DATES OF THE NEXT MEETINGS 10 th October - workshop 14 th November – Parish Council 16 th January 2020 – Parish Council 12 th March		

