

# CHEDDON FITZPAINE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.00pm on on MONDAY 6<sup>th</sup> December 2021

In the Main Hall of the Memorial Hall at Cheddon Fitzpaine TA2 8JY

[www.cfpc.co.uk](http://www.cfpc.co.uk)

**Present: Parish Cllrs** Webber, Woollacott, Baker, Batsch, Isaacs & West, **SCC Cllr** Fraschini, **SWT D Cllrs** Cavill & Pritchard, WM Assistant Clerk Mrs T Cavill, Acting Clerk Mrs A Shepherd. WM Cllrs Haskins, Gage and Besley. There were about 18 members of the public.

**12/01 To receive apologies for absence:** SCC Cllr Fothergill, NP Delivery Group Chairman K Tutill and Clerk Mrs S Millard-Jones.

**12/02 To receive declarations of personal/prejudicial/disclosable pecuniary interests:** None.

**12/03 To approve Minutes of the Parish Council Meeting** held on 8<sup>th</sup> November 2021: It was **resolved** to approve the Minutes.

## PUBLIC QUESTION TIME:

Questions received;

1. Why has the draft reviewed Neighbourhood Plan been amended to include a paragraph in the Housing Objective to reflect the comments received from Rural Solutions Limited (RSL). It was also requested that it is removed.

Cllr Woollacott confirmed that a Regulation 14 consultation took place on the draft reviewed Neighbourhood Plan in February to April 2021, comments were received during the consultation period from consultees including RSL and that the comments were included in the Neighbourhood Plan as an addition to one of the housing objectives. Cllr Woollacott explained that the key part of a Neighbourhood Plan is the policies in it and that these must be considered by the Planning Authority (SWT) when a planning application is received. The amended objective does not have a material impact. The Neighbourhood Plan is going through the statutory consultation process.

Mrs T Cavill, WMPC Assistant Clerk add that RSL made comments during the consultation process along with SCC, Persimmon, Natural England and many others. The Neighbourhood Plan was updated to reflect the consultation responses and noted in the Changes Document, as required, either by the Plan being amended, the comments being noted or responded to.

2. Reference was made to the formatting of the Change Document and how the colour coding of the text has no relevance to most people reading it. It was also noted that the RSL comment was highlighted in red. Mrs T Cavill confirmed that the formatting reflected that used in the response received from RSL.
3. The timing of the Neighbourhood Plan consultation was questioned, particularly as it coincides with Christmas.

Cllr Woollacott confirmed that the review of the Neighbourhood Plan has to go through a process, set out in law and guidance. Following this consultation period, the draft Neighbourhood Plan and copies of the responses received will be considered by an Examiner who will determine if there has been material amendments to the Plan and whether a referendum is required. If the Plan does go to a referendum and it is rejected, the Plan won't be made. SWT Cllr Cavill confirmed that the review of the Neighbourhood Plan commenced in 2019 but that there have been unavoidable delays, mainly due to Covid-19.

4. How will the Glebe Farm planning proposal be determined?

Cllr Woollacott confirmed that SWT, as the Local Planning Authority, will determine the application and in doing so must take account of local planning policies including those in the Neighbourhood Plan and Core Strategy. Cllr Woollacott confirmed that the Parish Council has not yet received notification that the Glebe Farm Planning Application has been received by SWT. Upon notification being received the Parish Council will be given the opportunity to make comments. To inform those comments the Parish Council is committed to holding a public meeting when the application will be considered and members of the public can attend and make their views known. A discussion about the Glebe Farm proposal will not take place until the Planning Application is lodged with SWT and full details are available.

5. The Neighbourhood Plan refers to 'proportionate development', what does proportionate mean?  
Cllr Woollacott confirmed that the definition of proportionate had not been agreed as a Parish Council.
6. In 2020 the Parish Council stated that its position was to only support minor development. Is that still the case?  
Cllr Woollacott confirmed that it was still the case.
7. Have any offers of money or land been received from Glebe Farm?  
Cllr Woollacott confirmed that no formal offers of money or land have been received.
8. Can the Parish Council confirm what work is being undertaken in respect of the Crown Estate Covenants on the Country Park land?  
SWT Cllr Cavill confirmed that the Country Park land is currently owned by SWT and that the Parish Councils are in the process of negotiating the lease of the land. A long lease is considered as a disposal of the land and a disposal requires the covenants on the land to be transferred to those who lease the land – in this case West Monkton Parish Council and Cheddon Fitzpaine Parish Council. Solicitors are therefore working to transfer the existing covenant as part of the lease negotiations.
9. Who makes the decision to not support the Glebe Farm proposal, West Monkton Parish Council or Cheddon Fitzpaine Parish Council?  
Cllr Woollacott confirmed that each Parish Council will have the opportunity to make comments in respect of the Planning Application, independently of each other.  
Cllr Woollacott also confirmed that if a sufficient number of objections to the application from local residents are received by SWT, the application must be determined by the Planning Committee rather than an Officer.
10. What actions would need to take place in order for the additional paragraph in the housing objective of the Neighbourhood Plan to be removed?  
Cllr Woollacott confirmed that investigation would need to take place with SWT to understand the steps required. SWT Cllr Cavill confirmed that individuals can write in as part of this stage of the Neighbourhood Plan consultation process to express objections to the paragraph being included. The Independent Examiner has the authority to remove the paragraph if deemed appropriate.

#### 12/04 Community Governance Review:

Cllr Batsch confirmed that steps had been taken to develop a survey to be distributed with the Newsletter and a reply envelope. The associated costs in relation to this activity are included in the finance report for approval.

#### 12/05 Reports: SCC/SWT

Cllr Fraschini provided the following report;

**Coronavirus infection rates:** Infection rates continue to rise with the new Covid variant. The advice is to follow the guidance. Rates in Somerset have increased slightly in the last week.

**Somerset Coronavirus Support Helpline:** A single phone number continues to be available for anyone in Somerset who needs Coronavirus-related support. 0300 790 6275, is open seven days a week from 8am to 6pm.

**Vaccination programmes roll-out:** Somerset continues to have one of the highest vaccination rates in the country.

**Local Government Reorganisation:** Following the Secretary of State for Housing, Communities and Local Government (now renamed Department for Levelling Up, Housing and Communities DLUHC)) decision to support the move to a single Unitary Council across Somerset the transition programme has been agreed and the first meeting of LGR Joint Committee to oversee the transition has taken place. A further meeting is scheduled to take place in the new year.

**Platinum Jubilee:** A new website has been launched: [www.platinumjubileesomerset.org.uk](http://www.platinumjubileesomerset.org.uk) which contains information about planned celebrations and information on how to organise events e.g. street parties.

**Somerset's first carbon neutral school:** A new £7.3 million primary school planned for Taunton is set to become Somerset's first net zero carbon school, and only the third 'passivhaus' school in the south west. The new 420-place primary school, which includes a 60-place nursery, will serve the Orchard Grove housing development in Comeytrove and is needed to meet the expected demand for school spaces.

**Applications for school places 2022:** All children starting school for the first time in September 2022, as well as those moving between infant and junior or first and middle school applications must be submitted between Monday 27 September 2021 and Saturday 15 January 2022. [www.somerset.gov.uk/admissions](http://www.somerset.gov.uk/admissions)

Cllr Pritchard provided the following report;

**Design Guidance and Garden Town Design Guide** – will be considered by Full Council on 7<sup>th</sup> December 2021.

**New Litter Bins** – being rolled out by SWT which combine recycling and dog waste.

**Somerset Waste Partnership** – requesting that residents consider what they are putting out for recycling over the festive period because some wrapping paper isn't recyclable.

**Mindline** – available all over the Christmas period.

## 12/06 Joint Projects with West Monkton:

### **Maidenbrook Country Park & Somerset Wood:**

Cllr Batsch circulated the following report ahead of the meeting with reference to the Country Park Working Group;

#### **1. Forest School**

The cedar tiles have arrived, and Benjamin Henry will be back on site at the end of the first week of December. Drainage is going in. A business plan is being put together by the forest school experts, it is expected that they will set up a forest school management group.

#### **2. Wildlife Pond**

The digger has been on site this week and it is anticipated that the hole will be ready by the end of the week, the liner will be put in place on Saturday and a delivery of 50 tonnes of stone is awaited.

A licence is required for getting the water into the pond – there is not enough in Allen's Brook. Alan Hall (AH) has made contact with Donna Milne who is the manager for the Taunton Fire Brigade. It is hoped that the Fire Brigade may be able help with the pumping of the water as a training exercise, in turn the PC's could make a donation to a charity of the Fire Brigade's' choice. This is to be confirmed.

#### **3. Safer route to school**

Laying of the tarmac has now finished, the maximum load is 10 tonnes. The barriers are down, and the posts are securely in place. The gate has now been locked and access is now gained along the edge of the CP.

There have been some attacks on runners by dogs off their leads. Potentially, there may be a need to ask dog walkers to keep all dogs on leads.

Lots of children are using the CP as a cut through to Heathfield School.

#### **4. Joint Arrangement Agreement**

The Solicitors Wellers Hedley have had a response from the Crown Estate regarding the Covenant and have sent an amended scope of costs over to the PC's:

The Crown Estate - fees for a deed of covenant and certificate of compliance will be £510 plus VAT and this fee will be payable whether or not the matter proceeds to completion.

Deed of Covenant – estimate 3 hours (£787.50 plus VAT and disbursements). This time allowance will cover the time spent reviewing the restriction on the title, liaising with the Crown, reviewing the draft Deed of Covenant and the 2018 Transfer, making any necessary amendments to protect the Parish Councils' interests and reporting to and advising the two Councils on the extent and implications of the obligations therein.

Reviewing draft lease prepared by STW – estimate 6 hours (£1350 plus VAT and disbursements). This time allowance will cover a review of the title register and the draft lease, negotiating with the solicitors acting for

SWT as to any pertinent amendments that they consider to be necessary and reporting their recommendations to the two Councils. It is estimated that this will involve one to two rounds of review at this stage. WH will also register the lease with land registry and deal with any preliminary requisitions raised, providing these are straightforward to resolve.

Preparing Underlease to Charity – estimate 5 hours (£1125 plus VAT and disbursements). This time allowance will cover the time spent taking up-to-date instructions from the two Councils, preparing a draft lease, negotiating with the Charity's legal representatives, and dealing with straightforward amendments proposed by the parties. It is estimated that this will involve one to two rounds of review at this stage.

Amy Shepherd has requested the first invoice of £510 to be sent to both PC's ahead of their meetings so that approval can be obtained. Sammie Millard-Jones to update WH with December meeting date.

WH have contacted Jonathan Stevens at SWT requesting an anticipated date for the draft lease (with permission to underlet), who has responded and stated that it should be expected from the solicitors before Christmas.

It is predicted that there will be a need to move the land into a charitable trust very quickly on exchange, a solution may be to put it into the West Monkton Youth Club Charity temporarily, subject to the agreement of the charity, until a more permanent resolution is achieved.

#### 5. Poppy of Honour

Mike Batsch (MB) and Terry Williams (the creator of the Poppy of honour) are hoping that the CP can in time accommodate the Poppy of Honour. It is hoped that the 2.6-metre-tall poppy memorial may be positioned where a commemorative headstone and a short section of WW1 trench incorporating a listening station could be built.

#### 6. PR objectives and plan

It was felt that the CP could really benefit from PR and raising awareness of what is happening within it. David Fothergill is fully in support of getting some media attention surrounding the forest school initially and has agreed to be present for photos. MB to draft a press release to be agreed at the PC meetings.

#### 7. MB/AH job descriptions

No progress on these, hoping to have these done by the next CP WG meeting.

#### 8. AOB

Heathfield pupils taking part in Duke of Edinburgh awards are going to be working on the labyrinth as part of the scheme. Co-op are looking at supporting through a grant application.

Next steps:

- Both PC's to approve the £510 expenditure for a deed of covenant and certificate of compliance.
- MB to draft a press release for approval
- AH to confirm with Taunton Fire Brigade if they are able to help with the pumping of water into the pond.
- Job descriptions

The contents of the report were noted and it was **resolved** to accept the revised legal costs provided by Wellers Hedley's and make payment of the expenditure in respect of the deed of covenant detailed and included in the finance report.

#### **Neighbourhood Plan Review:**

Kelvin Tutill sent his apologies, but sent the following report in advance of the meeting:

The process of consultation on Reg 14 continues and will do so for a couple of weeks. Councillors will of seen the responses to date and will no doubt have their own opinions.

Persimmon are clearly trying to put everything in the way of the Revision proceeding given their application for MH2 is imminent. Their comments will no doubt be taken into consideration, but I think that they are so one sided that SW&T and the inspector, who we believe will be Ann Skippers, who reviewed the original NP, will hopefully see through the ruse and allow the revision to proceed.

**12/07 Cheddon Ward:** At the last meeting, SCC Cllr Frascini recommended speaking with Traffic Management at SCC regarding a virtual walkway. Advice given by Traffic Management confirmed that whilst virtual walkways can be beneficial, at the moment legislation doesn't actively promote the installation of shared space. The Department for Transport (DfT) have written to Local Highway Authorities on the 25th July 2018 advising of the publication of the Inclusive Transport Strategy 2018 and have requested that we pause the introduction of new shared space schemes.

The Local Highway Authority should not be agreeing any shared space schemes at Planning or Technical Approval stage until further advice and the updated guidance is published.

The DfT has suspended Local Transport Note 1/11: Shared Surface whilst it carries out further research and produces updated guidance to advise on how shared surface designs can be made inclusive and accessible. At this time the advice is that it would be better to consider where an actual footway may be achievable and steer clear of promoting the virtual ones.

Regarding the cones to prevent parking, the response indicates that parents may have driven over them or moved them when the PCSO wasn't present.

Traffic Management have suggested a lollypop person/volunteer to make parking/crossing safer at drop off and pick up times.

After considering the advice a discussion followed and it was agreed that a new pavement near the school should be given further consideration and that S106 contributions from future developments may enable its delivery. Clerk to make enquiries to see if anything further can be done to prevent parking.

The 20mph speed limit was discussed, it was noted that a 20mph speed limit was already in place outside the school but little notice is taken of it due to the parked cars and that it is only advisory. Cllr Woollacott confirmed that it isn't the intention to take any further action on 20mph speed limits in other locations in the Parish: other areas would be explored once the situation around the school is resolved.

**Footpaths** – a member of the public had previously raised the issue with there being several paths that were obstructed. The routes highlighted are still open for public use as they don't have a closure order on them, the issue is that they are obstructed to varying degrees. The obstructions have been logged onto the SCC database but due to the current workload of the Rights of Way Team they will be prioritised and dealt with appropriately.

**12/08 Maidenbrook Ward:**

**Northwalls & Northwalls Grange:** Access onto the road was blocked and then unblocked for play park access. Rachel Turner (SCC Traffic Management) has confirmed that 'When the issue was raised with DWH previously they arranged for the Heras fencing to be put in place to block the access onto Nerrols Drive in the first instance and it was left with them to review what action they intended to take. There is no planning approval for an access in that location and it is not shown on any of the approved highway drawings. Given the carriageway width with no refuge there would be safety concerns in encouraging pedestrians to cross.' DWH have also confirmed that it was never the intention to provide an access in that location and that they will close it back up permanently. Cllr Frascini reported that he had also raised the issue with SCC Highways Officers to receive confirmation as to whether the access will be permanently closed or not and that a response is awaited.

It was reported that the bins in Northwalls are overflowing and not being emptied. Clerk to follow up. Cllr Isaacs reported that a wooden fence has also gone over Clerk to follow up.

**12/09 Highways:** No update

**Nerrols School/Summerleaze Crescent:** Mrs Locker (Headmistress) would like to pass her thanks to Jo Pearson, Rev Mary Styles and everyone else involved in organising the Remembrance Service at the Somerset Wood. Mrs Locker has stated that ‘ “It was a wonderful service. Our Year 2 children attended the service and benefited from it greatly. We do have some special plans for Christmas - we are holding a Reception class Nativity service 'Stable by Starlight', a Year 1 Nativity service 'Christmas Counts' and a Year 2 Nativity service, also 'Christmas Counts'. Our Year 3/4 class are hosting a Carol Service. As we move into the final weeks of the term we will be having a Christmas jumper day, raising money for Save the Children; a school Christmas dinner, and we will be attending the Beast and The Beast pantomime at the Tacchi-Morris Centre. There are a small number of covid cases in school - the first since the pandemic began. We are liaising the Public Health England and currently remain under the threshold for further action and continue with the system measures in place. The school currently has the nursery and 4 classes (Reception, Year 1, Year 2 and Year3/4) with 116 on roll in the school at present.’ “

**Road Closures:** Temporary Road Closure: ttro477709TD - AB -Lyngford Lane, Taunton

**12/10 Planning Applications:**

**08/21/0030** Erection of single-storey rear extension to Waterloo, 29 Barbers Mead, Cheddon Fitzpaine

**08/21/0031** Application for a non-material amendment to application 08/19/0001 for a shift in plots 164-168 and plots 161-163 due to compromised access on land at Nerrols Farm, Cheddon Fitzpaine request has been made for the additional documents

**08/21/0032** Erection of an agricultural livestock building (Phase 2) on land west of Pitchers Hill, Rowford

**08/21/0033** Erection of an agricultural livestock building (Phase 1) on land west of Pitchers Hill, Rowford

**12/11 Planning Decisions:**

**08/21/0019/LB** Replacement of windows and doors on a like for like basis at Brook Barn, Tudor Park, Priorswood, Taunton – **Conditional Approval**

**12/12 Reports:**

**Cheddon Church:** No update

**Cheddon School:** No update. Chair reported that one of the fir trees at the end of the school playing field had come down in the wind. Chair expressed concern that the trees may be in a dangerous condition and further may come down when children are playing in the field or on traffic or on people using the footpath. Chair confirmed that she has offered to take the trees down but that a response is awaited from the School. Cllr Woollacott to chase up a response.

**Memorial Hall:** No update

**Footpaths:** No update.

**12 /13 Administration:** Change of distributor on Northwalls. Clerk is working with Anna Kirby to get newsletters distributed to new Northwalls development.

**Social media:** No update

**Website:** No update

**Meetings:** No update

**This item was held in camera:**

**Parish Clerk:** It was **resolved** that the Parish Clerk had passed her probationary period satisfactorily and the Clerks salary increase one additional salary point from SCP 16 to SCP 17.

**12/14 Finance:**

**Budget/Precept:** It was resolved to approve the 2022/23 budget and precept request. Proposed by Cllr Woollacott and seconded by Cllr Isaacs and all agreed.

It was **resolved** to approve the purchase of a replacement internal noticeboard for Upper Cheddon.  
[https://www.amazon.co.uk/Star-Noticeboard-Fixings-Aluminium-W900xH600mm/dp/B000SHOX1W/ref=sr\\_1\\_5?keywords=NOTICEBOARD&qid=1637598493&sr=8-5#](https://www.amazon.co.uk/Star-Noticeboard-Fixings-Aluminium-W900xH600mm/dp/B000SHOX1W/ref=sr_1_5?keywords=NOTICEBOARD&qid=1637598493&sr=8-5#)

NatWest: £2893.50 VAT Claim for CP. Transferred to CP account

**Bank Reconciliation to 30th November 2021:** Main Account £56,521.98. CIL Account £2,863.03.

NSI Account £3,123.31. CP Account £30,963.38. Total £93,471.70

### Payments for Authorisation:

#### Payments

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on bank Statement
S Millard-Jones	December Salary	£753.37	£	£753.37	31/12/21	
S Millard-Jones	Homeworking & Mileage	£37.50	£2.10	£39.60	31/12/21	
HMRC	PAYE & NI	£199.69	£	£199.69	31/12/21	
Character Graphics inv 33047	Colour newsletter	£125.00	£25.00	£150.00	10/12/21	
Character Graphics inv 33048	Survey & envelopes	£125.00	£25.00	£150.00	10/12/21	
Royal Mail	Business Reply Licence	£99.50	£19.90	£119.40	10/12/21	
Mind	Donation	£100	£	£100	10/12/21	
Air Ambulance	Donation	£100	£	£100	10/12/21	
St Margarets Hospice	Donation	£100	£	£100	10/12/21	
ARC	Donation	£100	£	£100	10/12/21	
Love Musgrove	Donation	£100	£	£100	10/12/21	
CAB	Donation	£100	£	£100	10/12/21	
J Pearson	Somerset Wood expenses (split 50/50 with WM)	£68.34	£	£68.34	10/12/21	
West Monkton	Share of tarmac for CP cost of the tarmac and bollard	£1,062.50		£1,062.50		
Wellers Hedley	Crown Estate Deed of Covenant & prof charges	£371.00	£74.20	£445.20		
Step in time	Charge for hall hire	£200.00	£	£200.00		
		<b>£3,661.12</b>	<b>£130.14</b>	<b>£3,791.26</b>		

#### Debit Card/Direct Debit: To note:

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on bank Statement
Somerset Web Services	Email addresses Inv 109181	£32.20	£6.44	£38.64	02/12/21	
NEST	Pension	£31.57	£	£31.57	10/12/21	
Microsoft	Monthly Subscription Inv 19/12/21	£9.40	£1.88	£11.28	19/12/21	

Somerset Web Services	Hosting Inv 109139	£22.00	£4.40	£26.40	25/12/21	
Noticeboard	Internal replacement for Upper Cheddon	£19.43	£3.89	£23.32		

**Receipts: To note:**

Bank Interest – Nov		£0.03
West Monkton (brackets for the pond)		£92.30
	<b>TOTAL</b>	<b>£92.33</b>

**Country Park**

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on bank Statement
Benjamin Henry	Forest Hut	£2,474.16	£494.84	£2,969.00	10/12/21	
DDS	Wildlife Pond	£15,000	£3,000	£18,000	10/12/21	
		<b>£17,474.16</b>	<b>£3,494.84</b>	<b>£20,969.00</b>		

It was **resolved to pay** the above by cheque/internet banking.

Cllr Batsch outlined the possible cost of the additional work required on the safer route to school. The cost of materials is expected to be up to £975.00 and hire of JCB / Roller up to £450.00. Cllr Batsch to request confirmation of the breakdown of costs and supplier information.

**12/15 Matters raised by Councillors:**

Cllr Baker stated that he didn't feel a temporary transfer of the Country Park into a charity already in existence was appropriate.

**12/16 Items for next agenda:**

**Next Parish Council meeting:**

TBC The option of holding the January meeting on a Thursday evening so that the Main Hall can be used was discussed. Further discussion to take place to agree the next meeting date.

**2022 Dates:**

14<sup>th</sup> February. 14<sup>th</sup> March. 11<sup>th</sup> April. 9<sup>th</sup> May. 13<sup>th</sup> June. 11<sup>th</sup> July. 8<sup>th</sup> August. 12<sup>th</sup> September. 10<sup>th</sup> October. 14<sup>th</sup> November. 5<sup>th</sup> December.

Meeting closed at 21.50pm

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Chair

