

CHEDDON FITZPAINE PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.00pm on on MONDAY 8th November 2021

In the Committee Room of the Memorial Hall at Cheddon Fitzpaine TA2 8JY

www.cfpc.co.uk

Present: Parish Cllrs Webber, Woollacott, Baker, Batsch & West, **SCC Cllrs** Fothergill & Fraschini, **SWT D Cllrs** Cavill & Pritchard, NP Delivery Group Chairman K Tutill, WM Assistant Clerk Mrs T Cavill, Clerk Mrs S Millard-Jones.

There were about 10 members of the public.

11/01 To receive apologies for absence: Cllr Isaacs.

11/02 To receive declarations of personal/prejudicial/disclosable pecuniary interests: None.

11/03 To approve Minutes of the Parish Council Meeting held on 11th October 2021: It was **resolved** to approve the Minutes.

PUBLIC QUESTION TIME:

Questions received;

1. When the PC withdrew support for the Project Manager role held by Alan Hall, the decision was taken 4-1, which councillor objected to this being a Conflict of Interest.
The Chair explained that the decision was taken within the Confidential Session and therefore would remain confidential.
2. Did Alan Hall attend and in which capacity - the meeting held between West Monkton (WM) Parish Council (PC) and Cheddon Fitzpaine (CF) PC and Ben Ashton – It was reported that Alan Hall attended in a Councillor capacity and not that of an employee.
3. Reference to Somerset Global Investments being set up as a Front Company. CF PC's understanding is that the set up of these companies are as a result of the directors and managing tax.
4. Concerns raised about the constantly full bin in the village that appears to be always full of dog waste. The Clerk to advise SWT of additional emptying.
5. Some footpaths appeared to have been purposely blocked, meaning residents are no longer able to use them. The Clerk to report to Sarah Cresswell, Rights of Way Officer.
6. Is there any information that CFPC wish to share as a result of the meeting between WM, CF and Ben Ashton. The response was deferred to the report that Cllr Batsch would be giving later in the meeting.
7. If Councillors are unable to attend a meeting, how do they catch up on discussions that take place at that meeting. It was explained that the Councillor can refer to the minutes and or speak with fellow Councillors and or the Clerk.
8. Is there a date set for the Glebe Farm planning application to be submitted? CF PC do not know when the planning application will be submitted.

11/04 Reports: SCC/SWT

Cllr Fothergill provided the following report;

Coronavirus infection rates: As of 30th October, the number of confirmed Covid cases in Somerset was 57,072 (33% up from 42,800 on 30th September) and the number of Covid-attributed deaths 872. The rate per 100,000 stands at 709.7 (320.2) for Somerset with Mendip at 853.9 (379.8), Sedgemoor at 653.5 (292.3), South Somerset 668.3 (298.2) and SW&T at 713.0 (321.7). The number of total deaths across the County is currently 12% above the 5-year average and the latest R-value for Somerset is between 0.9 and 1.1.

Infection rates in Somerset continue to be very high. It is therefore important even for those who have had both jabs to remember to observe Social Distancing and to always ventilate indoor areas.

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 with the latest figures showing over 95.6% of the adult population having had one dose of vaccine

and 91.9% having had both doses. Work is focusing on Children aged 12-15 years old and the third booster jab which is due 6 months after the second.

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, lead teams and governance structure have been agreed by all Councils. A LGR Joint Committee to oversee the transition has been approved by all five Councils and will sit for the first time on 5th November 2021. It is expected that statutory orders will be available in early November before being laid before Parliament in January 2022 with an agreed vesting date for the new authority as April 2023.

Major investment in infrastructure: Major improvements to the A38 northern corridor heading into Bridgwater are a step closer after the Government approved a £10 million funding bid. Money from the Treasury's Levelling Up fund will help pay for more than £3.4 million worth of cycling and walking infrastructure along the entire corridor as well as a remodelled Dunball junction and significant improvements to the Canon/Cross Rifles junction. In the same announcement, £5 million was also approved from a separate fund to re-open a train station in Wellington.

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

Young Carers Support Survey: The County Council are inviting young carers, their parents/guardians, schools and other professionals working with young carers in Somerset to complete short anonymous surveys by Sunday 21 November in order to gain a better understanding of the services and support provided across the county and how it could be improved. The electronic survey can be accessed via www.somerset.gov.uk/youngcarers (A young carer is anyone under the age of 18 who provides care for another person by taking on practical or emotional responsibilities that would normally be expected of an adult).

Reaching Carbon Zero: Somerset County Council has approved major investment to help save hundreds of tonnes of carbon every year. Earlier this year, SCC successfully bid for £4.1m from the Public Sector Decarbonisation Scheme, to make public buildings more energy efficient. This and additional SCC funding will enable decarbonisation projects across several Council owned buildings, including Taunton Library, Yeovil Library, Frome Library, Glastonbury Hub, Milford Infants School, Chilthorne Domer School, and County Hall. Work will include the installation of heat pumps to either replace or supplement existing gas heating systems, replacing windows with double glazing, upgrading building insulation, improving building ventilation systems and installing solar panels. The implementation of these combined schemes is expected to reduce the carbon output of the property estate significantly and move the authority closer to its Carbon Zero target by 2030.

Making streets safer: Funding to help tackle violence against women and girls has been awarded to Somerset County Council. Working with North Somerset, SCC have made a successful joint bid to the Home Office Safer Streets Fund for £324,449. The bid presents an opportunity to work together in tackling Violence Against Women and Girls (VAWG) crimes across the area. The plan sets out a two-tiered approach involving: Prevent – to change behaviour and stop incidents occurring such as VAWG education and awareness in schools, communications campaigns, research and engagement within communities, and Protect – to strengthen the response where incidents are prevalent, such as a safe haven scheme and enhancing the CCTV network and street lighting.

Domestic abuse and modern slavery: New free online resources are available for both professionals and the public to help spot the signs and reduce the risk of becoming a victim of domestic abuse and modern slavery. Members of the public have free access to a set of modules providing guidance on recognising the signs of domestic abuse and modern slavery and what they can do to help.

<https://sometersurvivors.org.uk/somerset-survivors/support-for-a-friend-or-family-member/>

Cllr Cavill provided the following report;

The Community Governance Review being conducted by the District Council Terms of reference are to be agreed, whilst the questionnaire has been finalised it is not yet in the public domain. The Local Government and Public Involvement in Health Act 2007 containing the governance review terms of reference is in the public domain. The effected PC's being considered in the Community Governance Review of the unparished area of Taunton are; CF, WM, Norton-Fitzwarren, Staplegrove, Trull, Bishops Hull, Kingston St Mary & Comeytrowe.

Part of the principles that will guide the review are particularly interesting, précised below there are five main points.

- a. There is a need for evidence to show that the Parish Council plays an important role in empowering and representing its community.
- b. The government states it has a commitment to Parish Councils and further states that it expects to see a trend in the creation rather than the abolition of parishes.
- c. A parish should be a clear and distinctively recognisable community, with their own sense of identity that residents clearly identify with.
- d. That the District Council needs to balance carefully, any changes that have happened over time, ie development and increases of population, that may have led to different community identification.
- e. That the District Council should ensure that the parish is a viable administrative unit, having a presence that allows it to be effective in representing the well-being of its residents and that can also contribute to the economic services in its area. The indicative timetable for consultation is to be published after main Council on the 16th of November, and this will be the start date of consultation which will run for eight weeks from the 17th November until the 12th of January, this gives extra time to account for Christmas. The responses will be considered, a final report prepared for council who decide the preferred option to go forward. This preferred option will then go out for a further six weeks consideration. The responses will be assessed, the final recommendation published for main Council, which could be as early as late April or early May. If this final report is agreed by the District Council, then there will be restrictions on those parish councils which are fully or partially included with the new town council. This takes place to prevent excessive spending of funds or making further long-term commitments, both of which could be to the detriment of the new town council. If only part of your parish is taken, then the assets will be split proportionate to the population in the appropriate areas. It could be possible to set up a shadow town council using elected councillors from the area involved

As things stand the most likely date for a new town council election would be May 2023.

Cllr Cavill strongly recommended getting members of the public engaged in the consultation and to encourage everyone to get involved and have a viewpoint.

11/05 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 Management group;

1) Group Terms of Reference (TOR)

It was felt that the Group's remit should be to make recommendations to the two PCs. Subject to the two PCs' acceptance of this basic remit, it was deemed more appropriate to change the Group name from Management Group to Working Group (WG) to reflect its advisory role.

It was felt that it would be beneficial for a Clerk to attend from each PC. Ideally both Clerks would attend, although this was not essential.

It was **resolved to** adopt The TOR and to rename the Management Group to the Working Group and that the role of the WG is to make recommendations rather than decisions. It was agreed that one Parish Clerk from each PC would attend WG meetings.

2) Joint Arrangement Agreement

Amy Shepherd (WM Parish Clerk) had shared ahead of the November WG meeting, the following response from Wellers Hedley's solicitors concerning the 'Accountable Council': "An Accountable Council is agreed for

practical and administrative purposes. The Accountable Council is therefore responsible for the day-to-day accounting (receipts and payments etc.) and entering into contracts (employment etc.) on behalf of both councils. This avoids the risk of duplicating work and allows the co-operating councils to manage the working relationship on a day-to-day basis.

Should a Joint Committee be established at any point in the future this can be used to take management decisions on behalf of the two Councils. A Joint Committee cannot, however, have its own bank accounts or enter into contracts in its own name, hence the need for an Accountable Council to enter into contracts on behalf of both Parish Councils acting jointly. The role tends to be allocated to the Council with the greatest budget/staff resources. As you will see at clause 8.1 there is an obligation on the Accountable Council to provide financial information in a timely manner so that this will not impact upon the Second Council's ability to meet its own legal accounting obligations in good time."

CFPC felt strongly that it was right and proper that they (CF PC) be named the Accountable Council because the Country Park (CP) land sits within CF parish because there was a sensitivity within their parish against any appearance that WMPC might be trying to exert undue influence. It was stressed and accepted by the meeting that the appointment of an Accountable Parish with the park-land on its list of assets was purely an administrative requirement and that did not change the fact that the land would remain jointly and equally owned by both parishes. However, CF PC members felt that – all other things being equal – it would seem anomalous for land in one parish to be asset-listed and accounted for by another.

Although WM PC members considered theirs to be the stronger PC due to greater budget and staffing resources, they expressed that if this was such an important issue for CFPC then it should be taken back to the next WM PC meeting for consideration. In view of her book-keeping skills and experience, CF PC Clerk confirmed that she would be happy to manage the accounts for the MCP as she had recently been doing for the Forest School Shelter and Wildlife Pond.

It was **resolved** that CFPC with the requirement of WM PC being in agreement would want to be the named 'Accountable Council' in the Joint Arrangement Agreement.

3) Lease with SWT

Amy Shepherd had provided an update with reference to the lease: Chris Hall has taken over Dawn Adey's position and Jonathan Stevens has taken over Chris'. Jonathan has suggested that a Deed of Covenant is required between the Parish Councils and the Crown Estate as this is stated in the freehold transfer document. This is the first time this has been mentioned. Jonathan Stevens has specified that the lease cannot be finalised until this is done. It was explained that Norman Cavill is in the process of getting the Covenant in place and doesn't see this as posing an issue with getting the Lease confirmed but endorsed that this needs to be formally obtained.

It was agreed that Sammie Millard-Jones would speak with Amy Shepherd with a view to consulting the solicitors re: whether a Deed of Covenant is legally required or whether a letter of intent to comply with the Crown Covenants would be sufficient.; and what the time and cost implications would be for drawing up the Deed of Covenant, if required.

4) Memorandum of Understanding (MOU)

The MOU had been submitted to Ben Ashton, who had acknowledged receipt, but as yet had made no comments. It was considered likely that the MOU would be agreed in principle. It was reiterated that the MOU would not constitute a legal agreement and was as such not enforceable.

5) Project Engineer Role

There was great recognition for the work that had been carried out by Alan Hall (AH) so far on the CP project and that the project would not be where it now was without him. Resultantly, it had been suggested at the WM PC meeting that AH should be appointed as the CP Project Engineer. This had been welcomed by AH and widely supported at the WM PC meeting and was now equally supported by the Group. The CP WG recommended that a PC report would be compiled and submitted to the PCs by Cllr Batsch. It would include a Technical/Project Engineering section provided by AH, and – if circulated in advance as planned – would not need to be read out at the PC meetings. If Cllr Batsch were unable to attend the WM PC meeting, questions arising could be taken by the WM PC members of the Group, AH and NC.

Concerns were raised within the meeting as to whether a Conflict Of Interest remained with AH being involved with the CP and Ben Ashton. It was suggested that the CP WG TOR provides suitable guidance and structure to how decisions will be made on the project.

It was **resolved** to support AH taking on the CP Project Engineer role and the recommendations made by the CP WG were approved.

The Remembrance Service scheduled for Thursday 11th November is on track.

AH circulated the following report ahead of the meeting;

1) Forest School

Chestnut fencing fully installed. Timber tepee construction 50% complete, awaiting cedar tiles which are being held up from lack of supply but should be with Benjamin Henry in the next 2 weeks. This was purposely delayed until these tiles were with them otherwise there would be a structure ready made for youngsters to climb over the laths which could damage the waterproof membrane.

Established procurement of 2 Oak logs approx.. 2.5 Ft dia. by 4 ft and 6 ft to be placed within the Forest School, area has been established within the compound. This area is now being dug out to place weed Membrane and mulch prior to delivery.

Two driftwood large chairs have also been procured as story telling chairs for the children. A working procedure is being worked on to give a business plan for Forest School use so that it can be self-sustaining financially as well as controlled.

There may be a need to lay a small herringbone pipe drainage system over an area of Forest School which will be monitored.

Within the Tepee, there will be plywood seating to fit to the seat brackets already supplied.

2) Pond construction

Pond liner has been manufactured and is with DDS Aquatics. This is expected in the next week with anticipated start in next 2 weeks. The installation of the external pre planted mat will be put into place in March the correct time for plants to establish themselves.

3) Safer Route to School

The bollard has arrived and awaiting on contractor availability to install and carryout the tarmac to both entrances.

Due to the lack of rain when the chippings/dust was installed a further layer is programmed but will be timed to coincide with the Pond installation contractors so that there is only one period of traffic movement into the park. Estimated start within the next 2 weeks subject to contractors' availability.

4) Labyrinth

Area partially levelled, needs final adjustment. We have a Duke of Edinburgh involvement with Heathfield school now for this project and have put a group together to move forward with a design construction plan. Working with Co-op for funding application for material to start work under their current charity support for "MIND".

5) Leaky Dams to Allens Brook stream

As partially within the CP alongside Allens Brook stream we have been working with Farming & Wildlife Advisory Group (FWAG) to establish areas that will slow down the stream by 10% to give Bathpool area less chance of flooding. This has now been established by FWAG who will construct and via a grant pay for the work back to WMPC.

Cllr Cavill provided the following update;

The meeting that took place with Ben Ashton (BA) followed no agenda and was an opportunity for both PC's to meet with him face to face. Aspects of the development ambitions were covered, although with very little new information. When asked what the Plan B would be, it was stated that he would dispose of the land. BA is still working towards submission of his planning application, but neither PC has seen any updated plans. BA

has offered to attend a PC meeting and answer any questions that residents may have. This meeting is likely to be a physical one, although a recording may be made available. This will be looked into by CF PC.

Kelvin Tutill provided the following report on the Neighbourhood Plan;

Ann Rhodes has reported that comments have been received from all the Statutory Consultees regarding the Habitat Risk Assessment (HRA) and Strategic Environmental Assessment (SEA) for the Revised WM & CF PC's Neighbourhood Plan. They have all confirmed that they either have no objection, do not consider the emerging Neighbourhood Development Plan is likely to have significant environmental effects, will not have significant effects on sensitive sites or concur with the HRA conclusion.

Consultation for Regulation 16 went live on Friday 5th November and so far, just a couple of bounce-backs from a very small number of emails but we have alternative address for other persons within those organisations or it had gone to multiple people in that organisation.

11/06 Cheddon Ward: The Clerk had spoken with Traffic Management (TM) with reference to some points raised at the October meeting. It was reported that Somerset County Council's (SCC) stance on the placement of mirrors in hedges was that the Highway Authority does not allow the use of traffic mirrors as they are considered by the Department for Transport (DFT) as a non-prescribed sign and special permission must be given by the Department for their use.

SCC would not seek this special permission from the DFT as mirrors can give a misleading impression of vehicle movements, particularly motorcyclists who will be inconspicuous in a mirror. They can also cause dazzle, when positioned incorrectly, they require regular maintenance to keep them clean, they are ineffective during inclement weather, and they are often the subject of vandalism or accidental damage. The placement of additional zig zags around the school may be an option, but probably not the fix for improving the safety and the placement of double yellow lines would need to be policed to be beneficial. The Clerk would enquire with TM about the cones that were used when there were problems with the rat running through the village earlier in the year to see if these could be used to stop parents parking on the corner at school pick up and drop off times.

TM had not yet provided a response with regards to the virtual walkway as it was being referred to another department, but it is expected to not be a viable option due to the area needing to be lit and the width of the road not making the scheme permissible. The Clerk will speak with SCC Councillors regarding the Small Improvements Scheme and to ascertain whether a footpath could be considered within the scheme.

The Clerk would enquire with TM about the possibility of additional 20mph signs on the approach to the school.

11/07 Maidenbrook Ward: The speed randalls that have been promised on Priorswood Road are not yet in place. The Clerk to chase. Highways have confirmed responsibility for the overgrown vegetation along Nerrols Drive and it has been logged. It is hoped that this will be actioned within the next few weeks.

Maidenbrook: TM have confirmed some information about a crossing between Maidenbrook Lane and Tudor Park. In order to supplement the existing warning signs either side of the crossing point, there is an intention to install the two solar powered warning signs with flashing lights either side of the crossing point. The flashing lights can be programmed to cover the peak times both on route and from school at the beginning and end of the day. This will be to alert drivers that children will be crossing at the beginning and end of the school hours.

Northwalls & Nerrols Grange: Access to and from the Northwalls Grange park from Nerrols Drive has been closed off. The Clerk will speak with Cllr Fraschini for an update.

11/08 Highways: No update

Road Closures: None

11/09 Planning Applications: None

11/10 Planning Decisions:

08/21/0021 Erection of a single storey extension to the rear of 32 Summerlease Crescent, Cheddon Fitzpaine, (retention of part works already undertaken) –**Conditional Approval**

08/21/0028/NMA Non-material amendment to application 08/19/0041 for revisions to windows at Lizanne House, Cheddon Fitzpaine Road, Cheddon Fitzpaine – **Conditional Approval**

11/11 Reports:

Cheddon Church: There will be a Christmas carol evening with the community brass band coming to northwalls on 18 December 6pm. Tracey Hallet’s last day of work in the Benefice will be the 26th December. There will be a farewell afternoon tea on 9th January at 2pm in Cheddon Memorial Hall - for those wishing to say cheerio.

Cheddon School: The children have returned to their bubbles following the increase in Covid cases in Taunton, which although is a necessity, is a shame as it was hugely beneficial for various reasons to have the children fully mixing again. The school have a plan for a catch up programme to breach the gap created by the time off school during the pandemic – each child is expected to achieve 6 progress points over the course of the school year. The bubbles will be reassessed after two weeks.

Memorial Hall: No update

Footpaths: No update.

11 /12 Administration: Updated Register of Interest for Cllr Woollacott due to his change of employer.

Social media: Various updates on Somerset Waste Partnership & A358 Consultation.

Review of Audit Actions: None

Parish Clerk:

Meetings: Clerk attended SWT Full Council, CP Working Group & SWT Community Governance Review.

11/13 Finance: Invoice raised for WM split of the brackets for the pond. VAT claim of £174.50 for CFPC has been received. A Vat claim has been made for the CP account of £2,893.50. Donations of £100 to CAB, Love Musgrove, ARC, MIND, St Margarets Hospice and Air Ambulance to be arranged and added to the December agenda.

There will be a budget working group meeting on Monday 29th of December.

Bank Reconciliation to 31st October 2021: Main Account £ 54,907.18. CIL Account £2,862.93. NSI Account £3,123.31. CP Account £30,963.38 and an overall total of £91,856.87.

Payments for Authorisation:

Payments

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on bank Statement
S Millard-Jones	October Salary	£753.37	£	£753.37	30/11/21	
S Millard-Jones	Homeworking & Mileage	£37.87	£2.18	£40.05	30/11/21	
HMRC	PAYE & NI	£199.69	£	£199.69	30/11/21	
Wellers Hedleys	Lease Agreement	£212.50	£42.50	£255.00	10/11/21	
Cheddon Fitzpaine PCC	Burial Grant	£320	£	£320.00	19/10/21	19/10/21
		£1,523.43	£44.68	£1,568.11		

Debit Card/Direct Debit: To note:

To whom	Description	Net	VAT	Total	Pay Date	Confirmed on bank Statement
Somerset Web Services	Email addresses Inv 109022	£32.20	£6.44	£38.64	02/11/21	

NEST	Pension	£31.57	£	£31.57	10/11/21	
Microsoft	Monthly Subscription Inv 19/10/21	£9.40	£1.88	£11.28	18/11/21	
Somerset Web Services	Hosting Inv 108972	£22.00	£4.40	£26.40	25/11/21	
Royal British legion	Remembrance Wreath	£18.50	£	£18.50	10/11/21	
Cartridge Save	Black Ink	£23.92	£4.79	£28.72	20/10/21	
Cartridge Save	Mixed colour ink	£24.11	£4.82	£28.93	05/10/21	

Receipts: To note:

Bank Interest – Oct		£0.02
SWT – Footpath & Burial grant		£520.00
VAT refund		£174.50
	TOTAL	£694.52

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

11/14 Matters raised by Councillors: To include the Community Governance Review on December agenda

11/15 Items for next agenda:

Next Parish Council meeting:

MONDAY 6th December at 7.00pm at Cheddon Fitzpaine Memorial Hall. **NOTE THE CHANGE OF DATE**

Meeting closed: 21.26pm

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Chair