

NYNEHEAD PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON MONDAY 16th MARCH 2020 AT THE MEMORIAL HALL, NYNEHEAD

Due to the alarming spread of Coronavirus (COVID-19), councillors were given the option of whether to attend the meeting in person or to participate via videoconference. For those who attended in person, government advice was applied. Social distancing was maintained, the tables were spread well apart and councillors brought their own hand gel or wore gloves. Through the use of the Parish laptop and Oliver Butterley’s University of Rome account of “Microsoft Team”, those who elected not to attend physically, were able to join remotely and participate fully in discussions and decisions.

Present in person	Mrs A Harcombe – Mr R Barry – Mr G Stead - Mr J Frost (Parish Footpaths Liaison Officer) There were no members of the public.
Present remotely	Dr J Butterley – Mr Malcolm Vest – Mr G Wren (District Councillor)

19/164	Apologies	PCSO Henderson
19/165	Declarations of Interest	There were no Declarations of Interest or Dispensations.
19/166	Approval of Minutes	The Minutes of the meeting held 17 th February 2020 were approved and signed as a correct record.
19/167	Actions from the previous meeting	<p>(i) Internal Audit – Mrs Jill Larcombe has been booked to conduct the internal audit on Friday 24th April 2020 at a cost of £35.00.</p> <p>(ii) Memorial Hall noticeboard – Wyatt Joinery has drilled ventilation holes in the bottom sill of the Parish Council noticeboard to allow air to circulate more freely and reduce the amount of condensation in bad weather.</p> <p>(iii) Dog bin – the charges for emptying the bin once every two weeks for the year 2020-21 have been confirmed by SWTC at £5.40+VAT each time. This will be a one off payment in February 2021.</p> <p>(iv) Defibrillator for East Nynhead- the costs for this have been confirmed by The Community Heartbeat Trust as follows: 1X CPAD View Semi Auto Defibrillator and Rotaid Cabinet £1650.00. The fitting costs by an electrician £200.00 and signage (pack x4) £35.00. The cost of annual support (minimum 4 years) is £135.00 per annum. All prices are subject to VAT at 20%. The Chairman and Clerk are now in the process of completing the on-line application form for a National Lottery Award which will be submitted at the end of March 2020.</p> <p>(v) Repair of Footpath WG8/8 – Sam Jackson from SCC Rights of Way has inspected the stretch of this path at the bottom of Blackdown View between the gate and the field which has been badly eroded following the prolonged spell of bad weather. Initially he proposes clearing the blocked culvert to allow water to flow under rather than over the bridge and then restore the surface with appropriate material. Repair work, however, is currently in high demand and needs to be prioritised. It is likely to be several weeks before this work is undertaken.</p> <p>(vi) Fingerposts – the Clerk alerted SCC to the four fingerposts in the Parish that require attention. Rather than undertake rejuvenation work, SCC has offered to replace them.</p> <p>(vii) VAT refund - £14.87 was received on the 10/02/20. This is the first of the refunds due.</p> <p>(viii) Light Pollution – the Clerk has still not received any response to the e-mails sent to SWTC Planning Enforcement Department and Viridor</p>

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		<p>regarding light pollution coming from Westpark and the Somerset Waste Partnership Recycling Centre. Members, however, wish to thank Mr David Price for all his efforts in pursuing this matter and for keeping the Parish Council updated. It is hoped that some remedial work will soon be undertaken.</p>
19/168	Planning Matters	<p>The members considered Planning Application 26/20/0001 Demolition of agricultural buildings and erection of 4 No. detached residential dwellings with garaging and associated works at Perry Farm, East Nynehead Road, Nynehead (resubmission of 26/19/0014). Support for this application had already been given, however, now that the design of these properties has changed and this is now effectively a new build rather than a conversion, the Parish Council would expect CIL money to be charged. Members were also concerned with the issue of light pollution and recommended that all external lights should be in the style of downlights. There should be no spotlights.</p>
19/169	Parish Council Administration	<ul style="list-style-type: none"> (i) Nynehead Parish Council read and endorsed all aspects of the response to the SWTC Local Plan Consultation submitted by the Parish Council of Stoke St Mary. This response, shared with others, was extremely comprehensive and incisive. (ii) As, currently, the Coronavirus is expected to peak in May/June, all VE Day celebrations have been postponed in order to keep everyone safe and healthy. It is hoped that these might be rescheduled at a later stage in the year. (iii) The Code of Conduct was reviewed. No changes were necessary and this was adopted by the Council. (iv) The Financial Regulations were reviewed. No changes were necessary and these were adopted by the Council. The Standing Orders were also reviewed and adopted by the Council, noting the need in section 1 (Rules of Debate at Meetings), point T, to add "...contributions or speeches shall not exceed 10 minutes..." Also, in section 4 (Committees and Sub-committees), point V, to add "...confirm to the Proper Officer 5 days before the meeting." The Clerk advised that Health and Safety policies will be discussed at the next meeting.

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		<p>(v) The Assets Register was reviewed and the location of the seat near Nynehead School was changed to being near to Nynehead Court, which is closer. The Community Public Access Defibrillator and cabinet are also now insured by The Nynehead Memorial Hall rather than the Community Heartbeat Trust and are owned by the Nynehead Parish Council rather than under a managed solutions agreement with Community Heartbeat Trust.</p> <p>(vi) It is currently expected that the spread of Coronavirus will impact upon all public and social gatherings in the very near future which will affect the Annual Parish Meeting in May. The Clerk will seek advice from SALC and await further information from Central Government.</p> <p>(vii) Councillor J Butterley and Councillor G Stead will conduct the half yearly internal audit of the Council's Accounts.</p> <p>(viii) Members discussed ways in which the Parish Council could coordinate assistance for members of the community who were following Government guidance on measures to reduce the transmission of Coronavirus and having to self-isolate. It was recognised that elderly residents and those who do not have access to the internet may, in particular, need help with issues such as shopping or medication. It was agreed that the Clerk would devise a poster to go up on the noticeboards and she would be used as the conduit to co-ordinate help. This will be reviewed at the next meeting.</p> <p>(ix) Councillors agreed that monthly meetings should continue even if the Coronavirus prevents physical gatherings. These meetings could take place via tele/videoconferences. The few technical teething issues experienced at this meeting can be improved upon and confidence will grow with practice and experience. This is likely to be the way to proceed for the foreseeable future.</p>
19/170	Police Report	<p>(i) In the absence of PCSO Henderson the Clerk read out a report she had received. There were 156 calls into 101 and 999 for the Wellington Rural Beat for the month of February 2020. This was up by 9 calls on the previous month and only five of those calls involved Nynehead, Oake and Bradford on Tone. There was one call for ASB involving Nynehead, Oake and Bradford on Tone and this related to a parking issue.</p> <p>(ii) PCSO Henderson's report highlighted the theft of lead from the roof of St Giles Church in Bradford on Tone and from St John's Church in Wellington. If anyone has any knowledge relating to these thefts or saw anything suspicious they should call 101 and quote: 5220047607 for St Giles Church 5220049607 for St John's Church.</p>
19/171	Rights of Way	<p>(i) Mr Joe Frost, Parish Paths Liaison Officer, gave his monthly report. Following all the recent rain, the footpaths are in a very muddy state at the moment and caution is urged when using them.</p> <p>(ii) Farmers and contractors are reminded to reinstate footpaths after ploughing later in the Spring.</p> <p>(iii) Nynehead resident Mr Tim Powell-Gill and Mr Peter Hobley, the SCC Rights of Way Service Manager have exchanged e-mails regarding the ongoing closure of footpath WG14/1 between Nynehead and Bradford on Tone. It has now been twelve years that this footpath has been closed to the public and whereas it is acknowledged that this is a complicated site, with several parties involved, SCC hope to be in a position to move this case forward in receipt of legal advice in the next couple of months. Mr Joe Frost and Nynehead Parish Council would like to thank Mr Powell-Gibbs for pursuing this case with SCC and for endorsing their own demands of escalation in action.</p>

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		(iv) Rather than have SCC replace the fingerposts in the Parish that have fallen into disrepair, members agreed that it would be preferable to retain these historic landmarks and paint and equipment will be purchased to enable rejuvenation work by Mr Joe Frost.
19/172	Highways	(i) The Clerk had received no correspondence from Somerset Highways Dept.
19/173	Receipts and Payments	(i) The Council authorised and instructed the issue of cheques for: (a) The Clerk's Salary for February 2020 (£219.12) and Expenses (£15.99) Total £235.11 Cheque No.000821 Prop. by Mrs A Harcombe and Sec. by Mr G Stead. (b) Nynehead Memorial Hall Hire (for Jan, Feb, Mar 2020) £45.00 Cheque No.000822 Prop. by Mrs A Harcombe and Sec. by Mr G Stead. (c) SALC training session on being a successful Chairman £30.00. Cheque No.000823 Prop. by Mrs A Harcombe and Sec. by Mr G Stead. (ii) To note Receipts (a) HMRC VAT repayment £14.87
19/174	Correspondence	<u>For information only (* received by email, ^ received by post).</u> (i) M5 Junction 25 Improvement Scheme Project Newsletter – February 2020* www.alungriffiths.co.uk
19/175	Items requested for next agenda (20 th April 2020)	Dr J Butterley requested a review of the arrangements co-ordinated by the Parish Council to help elderly and vulnerable residents following Government guidance on measures to reduce the transmission of Coronavirus.