

## NYNEHEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF THE COUNCIL HELD ON THURSDAY 22ND APRIL 2021. MEETING HELD REMOTELY (VIA ZOOM) DUE TO COVID-19 RESTRICTIONS.

This meeting was rescheduled from the published date of Monday 19<sup>th</sup> April 2021 due to the Period of National Mourning following the death of his HRH the Duke of Edinburgh and the required period of notice that needs to be served prior to a Parish Council meeting.

#### The meeting started at 19.00 and concluded at 21.05

<b>Present</b>	Dr J Butterley – Mr M Vest - Mrs A Harcombe – Mr G Stead – Mr T Powell-Gill – Mr J Hunt (County Councillor) attended the first part of the meeting. There was one member of the public – Mr Jeff Manning (Website Accessibility Practitioner)	
21/038	Apologies	PCSO Henderson – Ct Sweatman (Village Agent) – Mr Joe Frost (Parish Footpaths Liaison Officer)
21/039	Declarations of Interest	There were no Declarations of Interest or Dispensations.
21/040	Approval of Minutes	The Minutes of the meeting held 15 March 2021 were approved and signed as a correct record.
21/041	Actions from the previous meeting	<p>(i) <b><u>Trees in The Hollow</u></b> – upon reporting the concerns about the precarious position of some of the trees in The Hollow to the respective landowners, the Clerk received an email from Mr and Mrs Darby to say that the matter was in hand. As yet, there has been no response from Mr Ling. The Clerk has been instructed to notify SCC Highways. Mr and Mrs Darby also confirmed that the broken stile at Chestnut Corner/Pony Paddocks WG8/2 has been repaired.</p> <p>(ii) <b><u>East Nynehead Defibrillator</u></b> – this has now been installed on the external wall of Langham House in the centre of East Nynehead and all residents of East Nynehead have been sent details and links to videos explaining how to deploy the defibrillator. A face to face training session will be organised when it is safe to do so. Mr T Powell-Gill will carry out and log regular checks of the defibrillator by the Memorial Hall and Mr M Vest of the defibrillator in East Nynehead. This defibrillator has been added to the Parish Council Assets Register.</p> <p>(iii) <b><u>NPC Accounts and the Annual CIL Report</u></b> – Dr J Butterley and Mr G Stead audited the Parish Council accounts from 1<sup>st</sup> October 2020- 31<sup>st</sup> March 2021 and the Clerk returned to SWTC the requested Annual CIL Report. The current balance stands at £1300.04.</p> <p>(iv) <b><u>Bike Marking Event</u></b> – Avon and Somerset police are organising a bike marking event in the Memorial Hall car park on <b>Sunday 9<sup>th</sup> May 2021 from 10.00-12.00</b>. The marking and registration to the National Bike Register are free. Normally this would cost £15.00. Posters advertising this are on all three noticeboards.</p> <p>(v) <b><u>Parish laptop</u></b> – the laptop was PAT tested on the 20<sup>th</sup> April 2021. This has been noted on the Parish Council Assets Register.</p>

**NYNEHEAD PARISH COUNCIL**

21/042	Planning Matters	<p>(i) The members considered Planning Applications 26/20/0005 and Planning Application 26/20/0006/LB Proposed demolition of existing outbuildings and maintenance building and the erection of 11 close care units (Class C2), conversion of Grade II Listed farmhouse to 2 no. close care units (Class C2), erection of replacement maintenance and staff buildings, maintenance and repair of Grade II Listed Walled Garden and provision of associated drainage, landscaping, internal access works and vehicle parking provision at Nynehead Court, Nynehead.</p> <p>Application Type: Full Planning Permission and Listed Building Consent: Works. The Council thanked The Court for their invitation to visit the site again to review the amended plans. The number of dwellings remains the same but the change in location is sympathetic and an improvement upon the previous application. The Council has no objections but the disruption to the village remains the same and they suggest the following recommendations:</p> <ol style="list-style-type: none"> <li>1) A construction stage environmental plan should be agreed prior to commencement of any work. The impact on the narrow lanes accessing The Court will be significant and traffic will need to be managed carefully with appropriate signage and traffic calming measures in place.</li> <li>2) There should be restrictions on external lighting. The following condition is requested “National Planning Policy Framework (NPPF) Clause 180 (c) and Taunton Deane Adopted Core Strategy 2011 – 2028, Clause 6.46, both recognise the importance of limiting the impact of light pollution from artificial light on local/residential amenity, dark landscapes and dark night skies. In order to minimise light pollution, it is recommended that any outdoor lights associated with this proposed development should be fully shielded or baffled/louvered, directed downwards (mounted horizontally to the ground and not tilted upwards), switched on only when needed (no dusk to dawn lamps), use low energy LED lamps and be designed by a competent person to comply with the current ILP Guidance Note (for Reduction of Obtrusive Light) GN01 and be approved as such by the Borough Council prior to installation/use”</li> </ol>
21/043	Parish Council Administration	<ol style="list-style-type: none"> <li>(i) Members agreed that future initiatives for Nynehead should be assembled in order of short, medium and long term plans and that local residents should select the initiatives they would like and consider important to pursue. This would be easier to achieve in a public meeting. In the hope that all Covid restrictions will be eased as the summer progresses, the Council has elected to hold the Annual Parish Meeting on Monday 19<sup>th</sup> July 2021. This social event, it is hoped, will give residents the opportunity to gather together, discuss options and share thoughts and ideas for future projects for the village.</li> <li>(ii) Members were updated on two successful measures that have been taken to combat local light pollution. Mr T Powell-Gill reported that Viridor has now installed movement activity sensors on their lights and has agreed to switch off others that are not needed at night. This has had a positive impact on reducing the degree of light pollution from that site. Another offender on that industrial estate will now be approached. Mr M Vest also reported success with Deane DLO who have also agreed to switch their flood lights to motion sensors on the Westpark site. However, they still need to angle their floodlights downwards as per the correctly configured streetlights in the area, to avoid residual light pollution in the night sky.</li> </ol>

**NYNEHEAD PARISH COUNCIL**

		<p>Other private companies in Westpark will also now be approached and encouraged to follow the good example set by Deane DLO.</p> <p>(iii) Upon review of the current Nynehead website it is recognised that improvements need to be made, both in terms of design and compliance for the visually impaired. As a starting point, councillors have instructed the Clerk to arrange a compliance audit with a Website Accessibility Practitioner to understand the scale of the problem before then deciding upon the future size and design of the website and the web provider that would best suit this purpose.</p> <p>(iv) The Bank reconciliation for 1<sup>st</sup> January - 31<sup>st</sup> March 2021 was agreed and signed.</p> <p>(v) The Expenditure Report and figures for 2020/2021 were reviewed against the budgeted figures and accepted by the Council members.</p> <p>(vi) Members agreed to appoint Mrs Jill Larcombe to conduct the Annual Internal Audit for 2020/2021 at a cost of £35.00. The audit is scheduled for Thursday 20<sup>th</sup> May 2021.</p>
21/044	Police Report	<p>(i) In the absence of PCSO Henderson, the Clerk read out a report she had received. There were 4 calls into 101 and 999 for Nynehead, Oake, Bradford on Tone and Langford Budville for the month of March 2021. These calls involved one incident of mental health support, one of malicious communications, one assault and one suspicious incident. There were no reports of antisocial behaviour.</p> <p>(ii) Four alerts have been received by the Nynehead Neighbourhood Watch Scheme from the Avon and Somerset Police. The first involves scam telephone calls from local numbers advising, for example, slow broadband connection, non-compliance with loft insulation regulations, unpaid post from Royal Mail or expiry of Amazon Prime membership. If in any doubt, hang up, allow the phone line to clear for at least 5 minutes, then call the company back on a known trusted number. Never press 1 on the keypad when asked.</p> <p>The second alert reports an increase in burglaries from garages and sheds where offenders are seeking out motorcycles and, specifically, dirt bikes such as KTM and Yamaha. A number of these bikes have been listed for sale on social media platforms, where a potential buyer arranges to view a vehicle but then does not turn up. A day or so later, the garage/shed is broken into and the bike stolen. To sell a vehicle or any expensive item, follow the guidance provided on the website. It should not be assumed that it is safe to pass over address details and/or photos of the vehicle outside the garage displaying street name/number. It is safer to meet a prospective buyer in a well-lit, public area.</p> <p>The third alert relates to the increasing theft of catalytic convertors. Cars that are most often targeted are certain Japanese makes and hybrid vehicles. Vans and SUV's are also at risk, as the ride height makes access to the exhaust system beneath them easier. As a precaution, security marking of the catalytic convertors, applied by a garage, is recommended or the installation of protective locks or guards.</p> <p>Finally, online scams are on the increase. To help members of the public assess their own vulnerability, the National Cyber Security Centre has prepared an online self-assessment that will create a personal action plan. Details are available at: <a href="https://www.ncsc.gov.uk/cyberaware/actionplan">https://www.ncsc.gov.uk/cyberaware/actionplan</a></p> <p>Any suspicious activity, be it online or on the doorstep, can be reported to Action Fraud at: <a href="https://reporting.actionfraud.police.uk/login">https://reporting.actionfraud.police.uk/login</a> Login as "guest" and help protect others.</p>

**NYNEHEAD PARISH COUNCIL**

21/045	Rights of Way	<p>(i) In the absence of Mr Joe Frost (Parish Paths Liaison Officer), the Clerk read out a report she had received. The paths have dried up well this month and many walkers are enjoying them. Safe distancing remains of paramount importance as does the clearing up and disposal of dog mess. A bin for this purpose is provided in the Hall car park.</p> <p>(ii) Strimming, hopefully, will resume shortly and walkers are encouraged to use secateurs to snip off any protruding brambles.</p>
21/046	Highways	<p>(i) Nynehead Parish Council had a productive second site visit with Kate Brown from SCC Traffic Management. Proposals for the introduction of speed restrictions in the lanes approaching Nynehead were refined. These will be reviewed by SCC and a decision is now awaited as to whether the collection of speed data will be necessary before the plans are approved.</p>
21/047	Receipts and Payments	<p>(i) The Council authorised and instructed the issue of cheques for:</p> <p>(a) The Clerk’s Salary for March 2021 (£261.00) and Expenses (£49.95) Total £310.95 Cheque No.000853 Prop by Mrs A Harcombe and Sec by Dr J Butterley</p> <p>(b) BHIB Ltd Ins. Premium 2021/2022 £156.46 Cheque No.000854 Prop. by Mrs A Harcombe and Sec. by Dr J Butterley</p> <p>(c) Dr J Butterley £88.80 (Purchase of Moneysoft software package Payroll Manager 20 Annual Licence for One Employer) Cheque No.000855 Prop. by Mrs A Harcombe and Sec. by Dr J Butterley</p> <p>(ii) To note Receipts:</p> <p>(a) SWTC Precept for 2021/22 £6505.00</p>
21/048	Correspondence	<p><u>For information only (* received by email, ^ received by post).</u></p> <p><u>(i)</u> M5 Junction 25 Improvement Scheme Project Newsletter – March 2021*<a href="http://www.alungriffiths.co.uk">www.alungriffiths.co.uk</a></p> <p><u>(ii)</u> Wessex Flood Warden Newsletter – Spring 2021*E-Mail: <a href="mailto:floodwessex@environment-agency.gov.uk">floodwessex@environment-agency.gov.uk</a></p> <p><u>(iii)</u> Community Risk Management Plan for Devon and Somerset Fire and Rescue Service on-line survey*<a href="http://www.dsfire.gov.uk/AboutUs/HaveYourSay">www.dsfire.gov.uk/AboutUs/HaveYourSay</a></p>
21/049	Items requested for next agenda	<p>Items Requested for the next Agenda (24<sup>th</sup> May 2021):</p> <p>(i) Mr T Powell-Gill requested discussion regarding a draft policy for Parish Council sponsorship and donations</p>