



LONG SUTTON PARISH COUNCIL

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Minutes of the Long Sutton Parish Council meeting 6th February 2024

Present

Councillors: Mr G R Cox (Chairman), Mr N Rousell (Vice Chairman), Mrs R Coombes, Mrs J Pritchard, Mrs G Rickards, Mr B Wielgus.

Cllr Stoddart-Stones attended remotely by Zoom.

Somerset Councillor Tim Kerley (arrived at 8.22pm)

Members of the Public: 7

Public Observations/Question Time started at 7.30pm

Welcome to all to the meeting.

Cllr Cox reflected on the involvement of his recently deceased father with the parish council over the years, and his contribution to the affordable housing in Knightlands.

Somerset Councillors report. Cllr Kerley will be arriving late (arrived at 8.22pm) and gave a short verbal report. Somerset Council have not been given the go ahead to increase the precept to 9.99%, and Cllr Kerley warned of additional cuts as a result of this news.

Cllr Cox welcomed members of the public. A MOP requested an update regarding some of the topics discussed at the last meeting, but as no formal planning application been notified to the Parish Council, there is nothing to be discussed on this agenda.

Cllr Cox overviewed the raising of the precept, which will garner further funds to support the services that may reduce due to the financial difficulties at Somerset Council.

A MOP queried about verge cutting by the parish council, to supplement the cutting by Somerset. The PC are trying to balance where grass is cut, to support environment, but also to support residential preference. No Mow May requires that the grass cuttings need to be removed once cut.

Public Observations/Question Time ended at 7.45pm

The meeting started at: 7.45pm.



Minutes

1 To receive apologies for absence, and to note and approve reason given (LGA 1972 s85(1)).

Apologies were received from Cllr Ward. It was RESOLVED to accept and approve the apologies submitted.

2 Declarations of interest (Localism Act 2011 s33 (b-e)).

Cllr Wielgus declared a pecuniary interest on item 11 resilience flooding group, as his property has recently flooded and a non-pecuniary interest in item 16.3 footpath update, and the footpath to be discussed runs through h which is on his property.

3 To receive and approve the [Minutes of the last meeting](#) held on 9th January 2024 (LGA 1972 sch12, para 41(1)).

It was RESOLVED to approve the minutes of the meeting held on 9th January 2024 as a true and accurate record of that meeting and Cllr Cox signed the minutes.

3.1 Matters arising. None

4 Casual Vacancy. To consider any applications to fill the casual vacancy on the Parish Council by co-option.

There has been no interest in the casual vacancy.

5 Planning applications: Planning applications can be viewed on the [Somerset Council website](#).

5.1 New planning applications received:

Application: 23/02610/FUL. Land at Martock Road, Long Sutton, Somerset. The erection of a dwelling, garage, and residential annexe with associated access and parking – Amended plans. This planning application has been withdrawn, and the application has not been discussed formally. It was noted that environmental improvements had been made to the plans, but overall, the size and scale of the property was unchanged.

5.2 Update on other planning issues.

The following planning application has been permitted with conditions:
Application: 23/03075/HOU. Batts Farm, Batts Lane, Long Sutton TA10 9EQ.
Proposed rebuilding of domestic store and garage, revised application of 23/01015/HOU (29.01.2024).

The remaining outstanding planning applications within the parish remain unchanged.

Application 21/00054/REM. Land South of Bineham City Cottage, Bineham Lane, Long Sutton. Awaiting decision.

Application 21/00137/FUL. Land adjacent to Knightlands, Knole Causeway, Long Sutton. Awaiting decision.

Application 21/03450/FUL: Land South of Greystones, Off Crouds Lane, Long Sutton. Awaiting decision.



Application 22/00873/FUL Long Sutton House Shute Lane Long Sutton: Awaiting decision.

Application 22/00910/OUT: Land OS 1805 adj Ciderpress Barn, Knole, Long Sutton Langport. Awaiting decision.

Application 22/00911/FUL: Barns at Ciderpress Farm, Knole Causeway, Long Sutton. Awaiting decision.

Application 22/01197/LBC: Barns at Ciderpress Farm, Knole Causeway, Long Sutton.

Awaiting decision.

Application 22/02059/FUL: 14 Martock Road, Long Sutton. Awaiting decision.

Application: 22/03261/FUL: 4 Hodgehay, Langport Road, Long Sutton. Erection of a detached self-build dwelling and 2 carports for the proposed and existing dwelling. Awaiting decision.

Application 23/01489/HOU: The Coach House, Shute Lane, Long Sutton TA10 9LZ. The installation of solar pv panels to the roof of the Coach House and Estate Office.

Application 23/01490/LBC: The Coach House, Shute Lane, Long Sutton TA10 9LZ. The installation of solar pv panels to the roof of the Coach House and Estate Office.

6 Capital infrastructure projects: Play Area.

6.1 To receive an update regarding the play area refurbishment, and to consider any developments that require a formal decision.

The Christmas cart have pledged £10000 towards the play area refurbishment, giving a total funds raised of around £58000 (subject to grant application to be submitted and approved). There is currently a £5k shortfall, and Cllr Coombes will speak to local businesses for donations. Residents have offered to donate their time and resources to address the grounds works. Cllr Coombes has also contacted residents regarding any organisations that may be able to help with charitable grants. It would be wonderful to get this project completed by the summer holidays.

It was suggested that the results of the survey be overviewed in the newsletter, to demonstrate volume of use.

It was proposed and RESOLVED that any CIL monies that the PC has in reserves to put towards the play area refurbishment.

7 Capital Infrastructure project: Pavilion Refurbishment.

7.1 To receive an update regarding the pavilion refurbishment and consider any developments that require a formal decision.

The proposed project cost is now likely to be in the region of £250k, which is much more achievable than previous quotes.



It was proposed to instruct a structural engineer to provide the necessary structural drawings to progress the project.

There are experienced grant bid writers involved with the cricket club that are taking the lead with the grant bid process.

8 Capital Infrastructure Project: Tennis Courts

8.1 To receive an update regarding the refurbishment of the tennis courts.

The tennis courts are now being used, and the issue with the tennis net height previously reported has been resolved. The clerk and the treasurer to the Village Hall have met with the Lawn Tennis Association, and the payment account is now in place. The booking system can go live. A further meeting to take place on 7th February. Signage required, to be provided by the Parish Council and specific wording required from the LTA.

The next steps need to be agreed with the Village Hall committee, regarding the booking system going live.

8.2 Update of discussion with Somerton Tennis Club.

Cllrs Rickard, Cox and Coombes met with Somerton Tennis Club. Somerton Tennis Club can block book five, two hour sessions per week, and also a couple of sessions at the weekend. Long Sutton residents can play without committing to membership to the club.

Coaching sessions will be free of charge for school children. Somerton Tennis Club will run a launch for the tennis courts. Residents would be able to play when the court is free, and during club sessions. The Parish Council is keen to see the courts used regularly.

Pickleball on the tennis court is not encouraged, but the tarmac area adjacent to the courts could be used in the future, should there be a need in the parish.

9 Village Hall and Recreation Ground

9.1 Matters brought forward by the committee.

Tracy Rousell is now treasurer of the village hall.

9.2 To agree placing an order for a replacement Fire Door and rear window, by the parish council, from the annual budget.

The Village Hall and Recreation Ground management committee, after obtaining three quotes, have requested that the Parish Council place an order for the replacement of a window, and an existing door.

It was RESOLVED to go ahead and order the replacement door and window.

10 Environment Plan

10.1 Actions for consideration and approval.

The next environment day is on 17th February, in the Village Hall, from 10 to 2pm. The theme is encouraging wildlife in your garden. Similar format to last year, with a variety of stalls. Reminders on social media. There will also be a Community Land survey, to garner opinion about land within the parish that could be rewilded or similar.



A grant bid to support environment enhancement was successful, and some of this funding is to be used for the environment day: 20 small insect houses for kids to assemble and take away £100; Tree saplings to give away £200; £300 on wild flower seeds to give away on the day.

It was proposed and RESOLVED to agree the expenditure as detailed above.

Cllr Stoddart-Stones mentioned literature for carbon capture, to be circulated.

10.2 To discuss the rewilding opportunity at the Society of Friend's field, to continue the discussion from the December 2023 Parish Council meeting.

Meeting adjourned 8.10pm to permit members of the public present to contribute to this discussion regarding the purpose of the field. This is a summary of the discussion and does not form part of the formal minutes of the Parish Council meeting.

- Member of the public wished to discuss Community Housing, which was raised at the public session of the December Parish Council meeting. There is a duty of care to get the best use of the land for the trust, and the speed at which any progress of using the field can progress will depend on other issues to be settled.
- A consultation session is due to take place on the Environment Day (16.02.2024) regarding community land available and asking visitors what would they like to happen, from an environmental aspect. Once feedback has been obtained regarding open spaces, then a more meaningful discussion can take place. An invitation was extended to the trustees of the Society of Friends to attend the Environment Day.
- Ideas discussed were Community Land Trust, commercial vegetable growing, rewilding.
- A resident overviewed the discussion so far and highlighted the benefit of a Village Plan. A Village Plan will empower the community to be more involved with the determination of planning applications.
- A Neighbourhood Plan lends to a stronger community, but requires engagement of a consultant and a dedicated team to ensure that the plan is completed. It was noted that capacity from councillors currently is limited.
- Results from engagement at Environment Day, will demonstrate the appetite from the community.

The meeting restarted at 8.37pm.



11 Flood Resilience Group.

To discuss the formation and support of a flood resilience group. Cllr Wielgus to lead the agenda item.

As a result of the recent weather conditions, a flood resilience group has formed in Knole. Somerset Rivers Authority are due to make a site visit in due course. The discussion included whether it would be beneficial for Long Sutton and Knole to work separately or together, and to have professional input, providing structured solutions that can be implemented would be beneficial. Somerset Council will not provide sandbags but provides grants for sand and bags. A Section 19 report is produced by Somerset Council after a flood event occurs. Five homes affected in one area, reported, will trigger grants available. A consultant will give a fuller picture of the whole area, if Long Sutton and Knole work together.

Cllr Wielgus is to produce a proposal for a consultant to overview the whole parish including Knole and Long Sutton to work together, to be discussed at a future Parish Council meeting.

12 Communication with the Community: website and e-newsletter

12.1 To agree content/priorities for the March 2024 newsletters.

Feedback for the environment day.

Flood resilience group.

12.2 Actions for consideration and approval. None

13 Finance.

13.1 Approve balances and [accounts for payment in February 2024](#).

It was RESOLVED to approve the list of payments, including an additional payment for training for the clerk, SLCC £72.00.

14 Staffing and payroll

14.1 To agree an annual pay rise for the clerk.

It was RESOLVED that an annual pay rise of £500 is approved for the clerk as agreed in the budget for 2024/25, to be effective from 1 April 2024.

15 To review the following Parish Council policies: [Parish Council Asset Register](#)

It was RESOLVED to agree the Parish Council asset register.

16 Representative reports and any other matters regarding:

16.1 Community Safety.

16.1.1 Monthly crime statistics from the [Police.Uk](#) website, or a police report if received.

Two crimes were reported for December within the parish.

The Speed Indicator Device (SID) was located outside the school, with 34000 movements, peak times 8-9 and 3-4, which aligns with the school times. 67% of vehicles were speeding.

The SID can only be placed in the approved location, and not elsewhere without prior agreement with Somerset Council.



Cllr Kerley felt that this data was above the threshold for notification to the police, and the data needs to be forwarded.

16.2 Lengthsman. To receive an update of work undertaken in the Parish.

The Lengthsman, Craig has been asked to clear the pavement on Langport Road. Lime trees, on the green, have been pollarded, and the affected lime tree is worse than expected. Horse chestnut has been severely cut but it has deteriorated and will need addressing within the next few years. The Martock Road trees to be addressed next.

16.3 Highways and Footpaths. To receive an update on any planned or completed works.

Cllr Pritchard gave a short report regarding works completed by the footpath volunteer group.

Various local Highways issues were raised: a cast iron signpost/fingerpost is rusted; issues with drain covers on Langport Road in connection with works by Open Reach, which have been reported to Somerset Council; and a drain and manhole cover replaced.

17 Other correspondence not previously distributed.

Cllr Cox met Wessex internet again recently to discuss location of fibre cable at the Cricket field. A revised contract is due, which will be presented to councillors for approval in due course.

18 Date of next meeting – Parish Council meeting Tuesday 5th March 2024 in the Village Hall.

19 Agenda items for the next meeting:

Meeting closed at 9.09pm.

END OF MINUTES

Long Sutton Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
107	29/01/2024	WI grant (50%)	Unity Bank Current	PN107	grant awarded	Long Sutton WI	X	500.00		500.00
100	01/02/2024	refund safequarc	Unity Bank Current	PN100	training	Joyce Pitchard	X	30.00		30.00
102	01/02/2024	smart gate instal	Unity Bank Current	PN102	smart gate installation	CIA Fire and Security Limited	S	4,125.50	825.10	4,950.60
102	01/02/2024	smart gate instal	Unity Bank Current	PN102	smart gate installation	CIA Fire and Security Limited	S	374.50	74.90	449.40
101	01/02/2024	netcode subscrip	Unity Bank Current	PN101	smartaccess netcode subscript	CIA Fire and Security Limited	S	156.00	31.20	187.20
108	02/02/2024	solar panel clear	Unity Bank Current	PN108	solar panel cleaning	Bubbles and Suds	S	366.67	73.33	440.00
103	03/02/2024	domain renewal	Unity Bank Current	PN103	domain name renewal	Somerset Web Services	S	18.00	3.60	21.60
95	06/02/2024	payroll January	Unity Bank Current	PN95	Payroll	Timeback accounts and payroll	X	5.00		5.00
98	06/02/2024	clerk salary Janu	Unity Bank Current	PN98	salary	Clerk Salary	X	366.73		366.73
97	06/02/2024	lengthsman hou	Unity Bank Current	PN97	lengthsman services	Howe Tree Surgery	S	866.25	173.25	1,039.50
99	06/02/2024	website support	Unity Bank Current	PN99	website support	Sara R Appleton Marketing	X	80.00		80.00
104	06/02/2024	virus protection	Unity Bank Current	PN104	Virus protection laptop	ESET Software UK LTD	S	49.57	9.92	59.49
105	06/02/2024	mobile phone top	Unity Bank Current	PN105	Mobile phone topup	Tesco Mobile	X	10.00		10.00
106	06/02/2024	Office 365 annue	Unity Bank Current	PN106	office 365 annual subscription	Microsoft Ireland Operations	S	49.99	10.00	59.99
96	16/02/2024	PAYE Jan 2024	Unity Bank Current	PN96	PAYE	HMRC	X	91.80		91.80
109	04/03/2024	lengthsman Feb	Unity Bank Current	PN109	lengthsman services	Howe Tree Surgery	S	866.25	173.25	1,039.50
Total								7,956.26	1,374.55	9,330.81

Prepared by: _____

Name and Role

Date: _____

Approved by: _____

Name and Role

Date: _____

Approved by: _____

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Date: _____