

Minutes of the Long Sutton Parish Council Meeting
1 September 2020 7:30pm
via the virtual platform Zoom

Present: Councillors: Mr T Brand (Chairman), Mr G R Cox, Mr C Dowse, Mr R Fell, Mrs G Marffy, Mr N Rousell, Mr G Stoddart-Stones

Somerset County (SCC) Councillor Dean Ruddle
South Somerset District (SSDC) Councillor Gerrard Tucker

On 4th April 2020, the Government introduced The Local Authorities (Coronavirus) (Flexibility of Local Authority meetings) (England) Regulations 2020 to allow local councils to meet remotely.

There were no members of the public present, so the public session was not required.

Meeting opened at 7:31 pm

1 To receive apologies for absence

Apologies were received from Cllr Coombes and Cllr Turpin, work commitments. It was resolved to accept the apologies.

2 Declarations of Interest

None.

3 Minutes of the meeting 7 July 2020

It was resolved that the minutes are a true record of the meeting held on 7 July 2020 and will be duly signed by Cllr Brand when the Parish Council next meets in person.

4 Matters arising

None.

5 County Councillors Report

A brief update was received regarding COVID-19 in Somerset. Total number of cases is 1773, with 203 deaths, one of which was reported from a care home this week.

Back to school this week. Measures have been put in place individually by each school regarding classes/bubbles and staggered start and finish times. There will be extra transport provided but SCC is encouraging cycling or walking.

One Somerset: SCC have submitted a case, and SSDC have responded with Stronger Somerset. The Government will look at both business cases.

The planning application for the Quarry at Batts Lane is likely to go to Regulation Committee at SCC in November or December, Cllr Ruddle believes a site visit by the committee before this happens is very important. Residents are encouraged to contact the Chairman of the Regulation committee (Cllr John Parham) to request that this takes place.

6 District Councillors Report

Cllr Tucker has spoken with the SSDC Portfolio Holder for the Environment to raise the profile of Quarry planning application.

Area North met at the end of July and dealt with two planning applications in Long Sutton. Cllr Tucker is also working with SSDC planning Manager and a Long Sutton resident to move a planning issue at Stuckeys House forward.

Scrutiny committee have been analysing both the SCC Unitary Council business case and the SSDC Stronger Somerset business case. District Executive considering merging districts and functions: for example, building control and legal departments. Cllr Tucker has proposed that HR functions could also be merged.

Confidential report reviewing SSDC's investment portfolio, no details disclosed.

Queen Came's neighbourhood plan is going to referendum, but issues with the settlement boundary means it could be rejected. The main purpose of a neighbourhood plan is to engage with the community.

Cllr Tucker attended the opening of the Village Shop in August, and stated that the event was to be commended – well organised, socially distanced and well attended.

Cllr Cox thanked Cllr Tucker for representing the views of Long Sutton at Area North. Also questioned why it has taken so long for SSDC to embrace a Unitary Council as the way forward – change needs to be based on how to do things better for the Electorate.

Cllr Tucker extended apologies for the next meeting in October.

7 Planning Applications

7.1. New planning applications received

Application: 20/01908/HOU erection of double garage and workshop and conversion of existing garage to ancillary accommodation **Greenlease, Littlefield Lane Long Sutton.** Resubmission of application 20/00133/HOU. No objections.

Application: 20/02178/HOU part demolition of boundary wall to provide a widened vehicular access **Linhay, Martock Road, Long Sutton.** This application was received by the clerk on 31/08/2020. It was resolved to discuss the application at this time rather than delay and miss the deadline to comment. It was further resolved that the Parish Council has no objections to this application, but to delay responding for a week to allow for any correspondence from members of the public.

7.2. Update on planning applications received if applicable.

Application 19/03433/LBC Erection of two storey rear extension. **Thatch Cottage Hermitage Road.** Awaiting decision

Application 19/02460/FUL Erection of 3 detached holiday homes. Land at **Little Upton Bridge Farm, Langport Road, Long Sutton.** Application refused 25/07/2020

Application 20/00392/HOU Erection of outbuilding in rear garden of dwelling house **Garth cottage Langport Road** Permitted with conditions 19/08/2020

Application 20/00685/HOU and 20/00686/LBC installation of two dormer windows to rear elevation **Parsons Barn, Martock Road, Long Sutton.** Permitted with conditions 08/08/2020.

20/00755/FUL Change of use and construction of private manege within curtilage of the **Listed Building. West Knole House Knole Causeway** Awaiting decision.

7.3. Parish Council Response to the 'Changes in the Current Planning System' consultation. The Parish Council have no real comment to make or put forward.

8 Village Hall and Recreation Ground (VH&RGC)

- 8.1 Matters brought forward by the committee.** The VH&RGC is working towards user groups being back at the hall. User groups need to clean the hall before and after use, and a risk assessment is required from the user group before the first session commences. A tremendous amount of work as been undertaken by the VH&RGC to enable the hall to be safely reopened. The Parish Council is grateful to the members for their hard work. The floor has been recently refurbished. The play area closure was raised by a member of the public to the clerk. As a result of a recent inspection, some maintenance work is required before the play area can reopen. Quotes are being invited for the works.

- 8.2 Village Hall operating document and committee list.** The document was reviewed with the following amendments: The signatories on the bank account to be two committee members and two parish councillors. There is no requirement for the monthly meeting of the VH&RGC to be advertised beforehand, as these regular meetings are for routine matters. Members of the public are welcome to attend should they wish to do so and be encouraged to take an active part in the running of the Village Hall and Recreation Ground. The AGM should be advertised in line with the operating document which is 3 clear days, and usually posted at the same time as the Parish Council agenda (both meetings are separate but take place on the same evening).
A list of current committee members is to be forwarded to the clerk by Cllr Stoddart-Stones.
- 9 New Village Shop –**
- 9.1 Update on developments**
The village shop opened on 1 August. Thank you to Cllr Marffy and her team for organising the opening event.
- 9.2 Signage**
The Parish Council needs to do whatever possible regarding signage for the village shop. A refresher sign at the junction of the A372 is needed to state that the shop is now open. The ‘opening’ sign needs to be removed - Cllr Brand will do so.
- 10 Website Accessibility Statement**
It was resolved that the website accessibility statement is adopted and placed onto the website with immediate effect to comply with the Accessibility Legislation. There is one addition which is to state the frequency of reviewing the document, which is annually.
- 11 Allotments**
Cllr Cox explored the possibility of a parcel of land to purchase to provide allotments, which is not now a viable option. The search is to continue. Cllrs Cox, Marffy and Stoddart-Stones to continue making enquiries and report back with any updates.
- 12 Notice boards**
Noticeboards within the parish would benefit from some maintenance. Cllr Cox and Cllr Rousell are to view the existing noticeboards to establish any maintenance requirements. A new noticeboard is to be arranged to be placed at the site of the new Village Shop.
- 13 To review the staff handbook**
A staff handbook was presented to councillors to consider adopting. The handbook is quite lengthy, and it was recognised that further work is required before it is suitable for the parish council. The clerk is to continue working on the document and liaise with Cllr Cox.

14 Finance

14.1 Payments to be agreed.

It was resolved to agree the payments as listed below

Details	Credit	Debit	balance
Balance brought forward for Sept 2020 meeting			£32092.72
SSE Fits income (solar panels)	£1202.15		
Bank charges previously listed but not included in the balance		£18.00	
Cosmic website support VAT not quoted on August payment		£24.00	
	£1202.15	£42.00	£1160.15
Balance agreed to 25 August 2020 statement			£33252.87
Accounts for payment September 2020			
Clerk salary (August)		£333.27	
Howe Tree Surgery (CWS)		£656.25	
HMRC re clerk salary (August)		£83.40	
Timeback accounts payroll (August)		£5.00	
Reimbursed expenses for village shop opening event		£227.04	
SALC affiliation fees		£239.92	
Clerk expenses mobile (print cartridges £49.16, postage £2.06, filing cabinet keys £8.22)		£59.44	
		£1604.32	£1604.32
Balance after September payments			£31648.55

14.2 Spend to budget. It was resolved to accept the spend to budget presented up to 25 August 2020.

15 Representative reports and any other matters regarding

15.1 Community Safety

15.1.1 Monthly police report. In July there were four incidents, in Long Sutton village as reported on the Police website.

15.2 Community Warden Scheme. There have been an increasing number of requests for the lengthsman to address overgrown hedges, but it is recognised that he is only in the parish for a defined period of time. It was resolved that Cllr Fell would walk through the village and collate a list of hedges that require attention and approach a local contractor to address, with a budget of £200. A reminder is to be place into the newsletter for residents and landowners to keep hedges tidy please.

15.3 Highways.

15.3.1 Speed Indicator Device (SID) update. Cllr Rousell is to attend Chapter 8 training at the end of September. The Lengthsman is to move the SID to High Ham at an agreed time, but hopefully it would be placed on Martock Road before it moves villages.

15.4 Environment. None

15.5 Footpaths. Cllr Cox spoke with the landowner and obtained permission for the hedge on Knole Causeway to be cut back by the Parish Council to expose a cobbled footpath. It was resolved to approach the contractor about this hedge when dealing with the village hedges and obtain a quote for the proposed works.

16 Other correspondence not previously distributed. None

17 Date of next meeting. Tuesday 6 October 2020 at 7:30 pm via the Zoom platform. Current guidance remains that the Parish Council will continue to meet remotely. Face to face meetings at the village hall will recommence only when the guidance allows.

Cllr Brand submitted apologies for this meeting and the November meeting.

18 Any other Business to be raised at the next meeting. None.

Meeting closed at 8:34pm.