

Minutes of Meeting of Long Sutton Parish Council Meeting
Held at the Hall on 4 February 2020 at 7.30 pm

Present: Councillors: Mr G R Cox (Chairman) Mrs R Coombes, Mr R Fell, Mrs G Marffy, Mr N Rousell, Mr G Stoddard-Stones, Mr M Turpin,

County Councillor Dean Ruddle
District Councillor Gerard Tucker

3 Members of the Public (MOP)

Public Session commenced at 7:33 pm.

Member of the public (MOP) spoke regarding letter received from Parish Council (PC) in connection with drainage on Langport Road near Burnthouse Lane. After providing further details, MOP is not satisfied with the PC proposal for the area to be included in the maintenance regime of the Community Warden Scheme (CWS). Cllr Cox responded that the proposed action was the maximum that the PC can take within the power of the PC, any further comments to be addressed to Highways. Cllr Cox further suggested that the situation be reviewed in three months' time and contact the PC if the situation is still not satisfactory.

Public session ended at 7:43pm.

Member of the public left at 7:43pm.

Meeting opened at 7:44 pm.

1. To receive apologies for absence:

No apologies. Cllr Dowse remains on extended absence due to military service.

2. Declarations of interest:

None.

3. Minutes of the meeting held on 14 January 2020:

It was resolved that the minutes are a true record of the meeting held on 14 January 2020, and duly signed by Cllr Cox.

4. Matters arising from the minutes:

Item 13.1.2 Defibrillator. A response was received from Community Heartbeat Trust (CHT) regarding the letter received from the Parish Council (PC). It was decided that a further response to CHT from the PC is not required, and that processes have been clarified as a result of the correspondence. There is still no power to the phone box and therefore the defibrillator in Knole. CHT are aware and dealing with it. The defibrillator is operational, but the phone box is not illuminated making the location unclear. The direct dial button on the device is not working due to lack of power and it is unclear whether the device is visible to Emergency Services. Ongoing.

5. County Councillor's Report:

Cllr David Fothergill, Leader of Somerset County Council (SCC) is starting to engage with parish councils regarding a unitary or alternative version authority. He is happy to attend meetings to address councils. Questions asked about parish councils having a choice in what happens, and how it will work.

Scrutiny recently highlighted likely overspends in Adult and Children Services budget.

6. District Councillor's Report

Cllr Tucker has given input regarding the garden shed planning application at Long Sutton Farmhouse with conditions of permission tightened including the removal of container and rebuild of listed wall.

Cllr Tucker has liaised with planners regarding the Community Shop in the village, along with Area North grants team and the Community Shop committee.

The unitary debate has been raised again, with SCC preferring a single authority and the four districts preferring to remain with a two-tier system. Cllr Tucker suggested devolving some responsibility for delivery to the third tier, Town and Parish Councils, which will allow choice of service provider. Scrutiny is to request that this is include in the scoping study on the future of local government.

Question about the three planning applications outstanding in the parish – currently any application that is over the deadline by one day is marked out of timescales, which means that there is no difference how overdue the application is. From April a 'Key Performance Indicator' will be in place for when a planning application is validated to when the parish/town councils receive it for response.

7. Planning Applications

7.1. Application: 19/03433/LBC Two storey extension Thatch Cottage, Hermitage Road, Long Sutton TA10 9NW.

A letter was handed in at the start of the meeting by a parishioner unable to stay for the session, objecting to the application by the visual impact of the proposed extension and building materials.

A neighbour spoke at length clarifying the site layout and access arrangements. The main concern is the possible breach of privacy by the proposed window on the new east elevation of the extension. There is a barn on the neighbouring property which is not evident in the current plan layout in the application. This barn is grade II listed with pre-application advice to convert into a one bed annex. The proximity of the proposed extension is no more than 6ft from the neighbouring property barn.

Parish Council discussion with the following issues raised: scale and impact of the proposed extension in relation to the existing property, considered to be visually disproportionate.

Window on the east elevation and entitlement to privacy by neighbours – there are considerations to be made by planning. Thatch to be continued rather than tiles? Currently there were no comments on the planning portal by the conservation officer.

It was proposed to recommend refusal on the following grounds:

Scale and size of extension to the cottage is too large and should be more subservient to the listed cottage.

Criteria for overlooking neighbouring properties should be looked at by the planning authority.

On the planning application site plans there is a grade II listed barn omitted from the easterly end of the property footprint wall at the bottom of the east elevation that could have an impact on privacy.

By shrinking the scale of the extension the pitch of the roof would be lower and reduce the need for the east elevation window and therefore negate the privacy issue

7.2. Update on current applications there are three applications currently awaiting decision with no further updates.

MOP left at 8:20pm.

8. Village Hall and Recreation Ground

A wireless dongle has been purchased and fitted (thank you Cllr Stoddard-Stones) and will allow remote access to ensure that the electricity the solar panels is generating is being recorded.

9. Community Shop

A report was provided by Cllr Cox.

'The "Shop for the Community" is moving forward at a decent pace with the expectation of a shop opening toward the end of June/early July.

The shop group have been working closely with the proposed Tenant, Helen Lazenby (Planning Consultant) and Tom Bowes (Lawyer) to map out how the project will be delivered. The Parish Council is the applicant

Planning permission will be sought in the next 2 weeks now that progress has been made on siting (southerly end of the VH Car park), design and layout of the structure; accessibility ramps and parking spaces; utilities and ground works.

Discussions have now started in earnest on the shape of the tenancy with the following being proposed from our side: -

- *The PC is the Landlord*
- *15-year lease with break clauses and rent reviews included – detail TBN*
- *The annual rent still TBN with the tenant, but we have some benchmarking to help.*
- *1 year rent-free to help with set-up and bedding in*
- *Structure and set-up funded by the Tenant*
- *Landlord has first refusal on the structure at the end of the term*
- *The tenant cannot assign the lease to anyone else.*
- *Hours of business TBN*
- *Aspiration to stock local produce and have Post Office*
- *No external changes to the building or signage without agreement with the Landlord*

A meeting is taking place with the community shop committee and the proposed tenant on 25th February to take the matter to a conclusion noting the issues above TBN.

The view is that while the rent will be paid to the PC, it should be earmarked to be reinvested in the village hall.

It should be noted that we are getting pro bono support from Helen Lazenby, Tom Bowes, Nick Reed (groundworks) and Lee Wellington (carpentry on the accessible ramp). We have procured some architectural work for the planning application at circa £160; a planning fee for circa £250; and building control of circa £500.

Questions were raised regarding stocking local produce and alcohol license, both to be determined. Building control approval may be an issue due to lack of District Council building inspectors. Local contractor would be recommended to the working group.

Cllr Tucker will be vigilant about the planning application at District and encouraged the group to apply to Area North for extra funding.

Cllr Tucker left at 8:37

10. To review the Parish Council Asset Register

The asset register was reviewed and will need to be restated for the audit this year. Assets of long standing have a nominal register value of £1 but newer assets such as the defibrillators are listed as cost price. The speed indicator device when in place will be listed as cost price. The purpose of the asset register was clarified. Cllr Cox queried why the village hall is not listed on the register, to be looked into.

11. Parish Online Mapping Facility

The Parish Online Mapping Facility provides the facility to map assets on the asset register, and also trees that are the responsibility of the Parish Council. The Parish Council insurance providers can activate the license for Parish Online immediately subject to commitment to a three year sign up to insurance provision. Before this is undertaken, quotes for insurance provision from alternative providers for comparison, and to be discussed at the March meeting.

12. Finance

12.1. The payments listed below were approved.

Balance b/fwd for Feb 2020 Meeting			£19131.76
VAT refund	£131.55		
SSE FITS- solar panels	£438.31		
Gem Solar (wifi dongle)		96.00	
	£569.86	£96.00	£473.86
Balance agreed to bank 27 Jan 2020			£19605.02
Accounts for payment February 2020			
HMRC re clerk's salary (Jan 2020)		£75.00	
Clerk's salary for January paid SO 1 February 2020		£300.00	
Timeback accounts payroll Jan		£5.00	
Howe Tree Surgery		£590.63	
Clerk expenses print cartridges and phone		£82.60	
Howe Tree Surgery trees on Martock Road		£350.00	
		£1403.23	£1403.23
Balance after authorised payments			£18201.79

12.2. The application form for the new savings account was signed by Cllr Cox and Cllr Turpin.

12.3. It was resolved to upgrade the Longsutton.org.uk website to SSL security status as part of the annual support package from the website provider.

13. Representative reports and any other matters regarding:

13.1. **Community safety.**

13.1.1. The monthly police report: in December 2019 there were five crimes reported in the Long Sutton area – 4 vehicle crimes and 1 assault.

13.1.2. There is a Beat Surgery on Thursday 5 March 2020 in the committee room at the Village Hall. PC Dan Crawford will be there from 4 until 5pm.

13.1.3. Defibrillator complaint letter was dealt with during matters arising.

13.2. **Community Warden Scheme** Cllr Fell liaised with the lengthsman, and clarified since engaging in the lengthsman contract, extra training and skills are enhancing the service. After some discussion it was resolved to increase the hourly rate to £15 per hour with effect from 1 April 2020.

13.3. **Highways**

13.3.1. Speed indicator device (SID) update. The SID is being delivered on 7 February. Arrangements to have the device installed and working next week to be made. The device has been purchased between Long Sutton, Aller and High Ham Parish Councils, and a sharing agreement is now required.

13.3.2. Other Highways issues. Grove Lane in Knole will require some maintenance in the near future, Highways to be contacted to inspect.

13.4. Environment The 'Keep Britain Tidy' campaign is about to launch. Currently the young person volunteering in the parish as part of the Duke of Edinburgh award is making a huge difference.

13.5. Footpaths The footpath in Knole is still being dealt with by Rights of Way. The footpath issues mentioned in the last meeting have been reported on the Explore Somerset website.

14. Other correspondence not previously distributed

Correspondence received from District Council noted, regarding local government in Somerset. There has been no format consultation as yet.

15. Date of next Parish Council meeting

Tuesday 3 March 2020 at 7:30 pm in the committee room at Long Sutton village hall.

16. Items for the next meeting

Apologies received from Cllr Turpin and Cllr Marffy who are unable to attend.

Meeting closed at 9:06pm.

Signed:

Cllr R G Cox
Vice-Chairman
3 March 2020