

Minutes of the meeting of STAPLEGROVE PARISH COUNCIL held on Thursday 26th November 2020 at 5pm

PRESENT:

Parish Councillors: Joan Bird, Michael Clark (chair), Alan Debenham, Simon Moon, Ian Talbot, Ros Went

County Councillor Rod Williams, District Councillor Dixie Darch

MINUTES

1. **Apologies for absence** – apologies received from Cllr Sully
2. **Declarations of interest not already recorded** – no additional declarations made.
3. **To approve as a correct record the minutes of the meeting held on 3rd September 2020.** Having been circulated the minutes were agreed and signed by the chair as a correct record of proceedings.
4. **Police Report** The Police were not in attendance and no report had been to the clerk prior to the meeting.
5. **Questions from members of the public** No questions received from the public.
6. **Clerk's report to include matters arising from previous minutes**

Matters arising – clerk reported that she had not taken any action with regard to replacing the waste bin in the children's playground as she had noted that since September the issue with regular over-spill of rubbish has lessened. She proposed that the situation is monitored and reviewed in the summer.

- i. **Training Courses** - Cllr Moon has attended the Good Councillor training. The clerk has undertaken training on producing accessible documents. On the course the clerk learnt that all documents on the Parish Council website from September 2018 must be accessible and she will need to undertake an audit of all the documents and convert them if necessary. The clerk plans to undertake this during 2021.
- ii. **Website training** - the clerk has had training on how to post documents and events on the website from the web team. The clerk plans to have more training on editing pages, how to include hyperlinks etc

- iii. **Renewal of clerk's membership to the Society of Local Clerks** – the clerk proposed that the annual membership of the Society is renewed at a cost of £109. This was agreed .
 - iv. **Work in the Grove** - clerk reported that Chris Groves had carried out the work on the tree behind the bus-stop, Gareth Machell had carried out the work to the trees behind the Post Office and had also cut down two dead elms, Charlie Saville has carried out some clearing work in the south side of the Grove and is due to do similar clearing in the north side. Clerk proposed that Gareth Machell is asked if he can carry out the tree report that is due in January 2021. This was agreed.
 - v. **Correspondence received** - clerk reported that a Thank You letter had been received from the PCC for the grant for churchyard maintenance. Clerk has received posters from various organisations and will put them up on the notice-board
 - vi. **Census** – clerk reported that she had forwarded the Census Guide for Councillors and that she will put a poster up in January to promote the Census.
7. **North Taunton Development** – Cllr Clark reported that he and Cllr Talbot had a meeting with Simon Fox who is Major Projects Officer with Somerset West and Taunton and is now the new case officer for North Taunton Development. The meeting was an opportunity to bring Simon Fox up to speed with the Parish Council's concerns/questions about the development. There are still questions on the conditions of the loan for the 'spine' road and Cllr Clark asked if Cllr Williams could pursue with Redrow if they intend to build the whole spine road. Cllr Williams said he would work with Cllr Darch to get an answer to that and also ask Somerset County Council about the provision of the Primary School. Cllr. Debenham said that pressure should be maintained to extend the 'spine' road through to Nerrolls Farm despite it not being part of this development. Cllr. Talbot advised that it had been noted by planning that the access from Manor Rd/Corkscrew Lane for the show homes had not been on the original planning application. Cllr Clark advised that a Parish Council catch-up every 3 weeks with Simon Fox has been scheduled. These meetings are held using Microsoft teams and Cllr Talbot proposed that the Parish Council use Microsoft teams to align with the District Council .
8. **Budget 21-22** Cllr Talbot had circulated a first draft of a budget for 21-22. He asked that all the councillors and the clerk consider what other expenditure there might be in 21-22 and email him with details so that he can propose a budget and pre-cept amount at the January Parish council meeting. The clerk noted that the Internal Auditor in her report this year advised that the Parish Council should plan for a probable reduction in grants from District Councils in future years, the clerk reported that the current grant is £1700 per annum. Cllr Clark thanked Cllr Talbot for the work already done on the budget.

9. Playground Tree and Hedge Planting - Cllr Talbot reported that the free trees from Somerset West and Taunton had been delivered and planted in the Children's playground with 1 spare that Cllr Talbot will find a home for. The hedge planting is due to take place in December. The hedge plants will cost £185 plus VAT and the clerk asked that this spend is approved, all in agreement. Cllr Talbot was thanked for his work in organising the tree and hedge planting. Cllr Moon proposed that a tree is dedicated to a former trustee of the playground and it was decided that this is considered again in 2 years' time when the trees are established. Cllr Moon asked that the trees in the children's playground are included in the tree report of the Grove. The clerk will ask Gareth Machell to include them.

10. Kibby's Field - Cllr Moon reported that the site has been identified for possible development in the Somerset West and Taunton Local Plan 2040. The field forms part of the green wedge and the clerk was asked to send a response to the Local Plan 2040 stating our concern at its inclusion.

11. Resurfacing of footpath behind the Post Office. The Parish Footpaths Officer has asked if the Parish Council could consider re-surfacing the path behind the Post Office and alongside the Scout Hut following representation about the poor state of the path from a parishioner. Cllr Talbot has proposed that the footpath is widened and turned into a cycle track and footpath and that an application to use S106 funds held by Somerset West and Taunton is made by the clerk. Cllr Williams offered to contact Mike Gingell of Taunton Area Cycling to get his support.

12. Planning Applications

- i. The clerk confirmed that she had sent the agreed comments on application **34/20/0019** .
- ii. Planning Applications – details on SWT website
- iii. **34/20/0021** - *Change of use of site from timber truss manufacturing business to a mixed Class B2 (general industrial), B8 (storage and distribution) and E(f) (day Centre) usage at former Pasquill Premises, Livingstone Way, Bindon Road, Taunton.* This application is for the same site as application 34/20/0019. Agreed that the Parish Council would submit comments on whether 2 applications should be made as the two proposed uses are very different and concern over possible noise issues from refrigerated lorries parked at night.
- iv. **34/20/0022** - *Erection of 1 No. detached dwelling on land to the side of 61 Scott Close, Taunton.* Agreed that the Parish Council would submit 'no comment'.

13. Financial Matters

- i. **Bank Reconciliations – July, August, September 2020.** These had been circulated with the agenda . Cllr Talbot confirmed that he had carried out the independent check and signed them as correct
- ii. **Budget Statement - 31st October 2020 .** This had been circulated with the agenda, the clerk noted that she has an incorrect amount recorded against the Grove and will correct this .
- iii. **Receipts and Payments since last meeting see table below**

14. Proposed dates of next meetings

Thursday 14th January 2021 – 5pm

Thursday 18th March 2021 – 5pm

Receipts and payments since the last meeting

Receipts		£
	Santander – bank interest – Sept/Oct/Nov	0.50
	Parish Grant	1700.00
	Payment for tree cutting	250.00
Payments		
	Clerk’s salary – August/Sept	795.43
	Howard SW Ltd – grass-cutting Sept/Oct	238.80
	Charlie Saville -footpath maintenance	606.00
	Churchyard Grant	525.00
	SWStumpGrinders – tree work	500.00
	Chris Groves Associates – tree work	1908.00
	SALC – training courses	55.00
	SPFA – annual playground inspection	80.00