

CREECH ST MICHAEL PARISH COUNCIL

Approved Minutes for the Meeting of Creech St Michael Parish Council held at Creech St Michael Village Hall on **Tuesday 11th April 2023 at 7:00pm**

Councillor Attendance

Cllr. Annabelle Peters – Chair	AP	Present	Cllr. Paul Tucker	PT	Present
Cllr. Charlie Cudlip	CC	Present	Cllr. David Griffin	DG	Present
Cllr. Diane Phillips	DP	Present	Cllr. Kieran Roe	KR	Present

Also Present: Cllr. David Fothergill (SCC) (from 7.50pm), ten (10) members of the public (including two (2) via the Zoom stream) and Andrew Williams, Creech St Michael Parish Clerk and Responsible Financial Officer.

Meeting started at 7:00pm

1.0	Chair's welcome
	AP welcomed all Councillors and members of the public to the meeting.
2.0	Public Question time - Questions asked by the Public and Press will be noted.
	<p>A resident raised a concern about dog owners walking their animals without leads on private land in the community. The resident was advised to take a photograph if possible of any incidents and the Parish Council would continue to publicise the matter.</p> <p>Two residents spoke against the planning application 14/23/0015. The residents raised concerns over the levels of noise generated by the equipment housed behind the roller door, that formed part of the application. They also expressed concern over the operating hours of the premises and the impact that the noise was having on their family lives. The residents urged the Council to object to the planning application.</p>
3.0	To receive County and District Councillors' Reports
	<p>Cllr. Fothergill provided the following report.</p> <p>Local Government Reorganisation - the new Council came into being on 1st April 2023. Somerset Council replaces the four District Councils and County Council providing a range of over 500 services. Both a single point of telephone or website contacts are available on 0300 123 2224 or www.somerset.gov.uk</p> <p>Somerset County Council Finances - Somerset County Council continues to show a significant projected overspend of £24.3 as at Month 9 (the latest figures available), with the main areas of Social Care causing the greatest overspends. There remain significant challenges in delivering the new Somerset Council budget given the current trend in overspend and the risk to some savings which are planned.</p>

	<p>Covid-19 Spring Booster - over-75s and those with weakened immune systems will be offered a further dose of the vaccine this spring. The NHS plan will offer spring boosters to eligible members of the public from between 17 April and 30 June 2023.</p> <p>Younger drivers - Somerset Council is backing a major new campaign aimed at younger drivers to raise awareness of the dangers of excessive speed on rural roads. Visit www.somersetroadsafety.org to find out more about initiatives and courses.</p> <p>Online Support for Carers - Somerset Council has recently launched a three-month pilot project with Mobilise, an online business created by carers to help unpaid carers get the support they are entitled to. Mobilise will work directly with the existing commissioned Carers Service, including the Community Council for Somerset Agents, to ensure that targeted information will be given to carers and their families. This will include a range of online support including individual support calls – seven days a week. The Mobilise service is free for residents of Somerset and can be accessed via https://support.mobilise.co.uk/somerset</p> <p>Housing Support Scheme - A new scheme to support people leaving hospital and returning to their own homes is demonstrating the advantage of bringing services together in the new unitary Somerset Council. The new Council services will be accessible through www.somerset.gov.uk</p> <p>Lettings Agents: Trading Standards is reminding letting agents of their legal obligation to protect money they are holding on behalf of a client. Somerset Trading Standards imposed the fine on a Frome letting agent, after they had repeatedly ignored advice to obtain Client Money Protection that protects landlords' and tenants' money held by a letting agent.</p> <p>New Free School - Somerset Council has been successful in its application to the Department for Education (DfE) to open a new free school, one of 33 new free special schools nationally. The school in Wells is expected to open in three to four years and will provide 64 places for children aged 9 to 16 years.</p>			
4.0	To receive any apologies for absence			
	Cllr. Hunt and Cllr. Norman Cavill's apologies were received. Cllr. Davidson's absence was noted.			
5.0	Declarations of Interests			
	4.1 Declarations of Individual Members			
	DP declared an interest in planning applications 14/23/0006/LB and 14/23/0007 and would not participate in any vote on these applications.			
	4.2 Dispensation Request			
	None.			
6.0	Parish Council Vacancies			
	An application had been received from Mr K Roe and this had been circulated to members prior to this meeting. Mr Roe spoke briefly about his personal and professional background.			
	Mr Roe's co-option as a parish councillor was approved and Mr Roe signed the Declaration of Office. Mr Roe joined the meeting.			
	Prop: AP	Sec: PT	In Favour: 5	Against: 0
				Abstain: 0

7.0	Minutes				
	7.1. to Review and Approve the minutes of the meeting held on 6 th March 2023. [M]				
	All present who were in attendance at the meeting held on the 6 th March 2023 and they confirmed that they had received the minutes of the meeting. Cllrs. agreed the minutes of the meeting held on the 6 th March 2023. The Chair signed a copy of the minutes for the records.				
	Prop: AP	Sec: CC	In Favour: 5	Against: 0	Abstain: 1
8.0	Review and Monitor the Actions Outstanding from Past Meetings – See Appendix A for details of action points and progress toward the completion of each action.				
9.0	Planning Applications – to Consider and Make Recommendations to be passed to the relevant authority on the following Planning Applications (links to the relevant application are available via the planning reference). [M]				
	14/23/0007 [M]				
	DG reported that a number of the Planning Committee members had held a constructive Zoom call with the planning consultants representing the applicant for items 14/23/0007 and 14/23/0006/LB. CC recommended that the Council object to this application based on the grounds that the Heritage Statement submitted did not support an application for 33 homes. The statement supported a development of 21 homes and CC stated that an application of that size could potentially be supported by the Council. CC proposed that the Parish Council object on the grounds stated, to the planning application.				
	Prop: CC	Sec: DG	In Favour: 4	Against: 0	Abstain: 2
	14/23/0006/LB [M]				
	DG commented that during the Zoom call the planning consultant had failed to address the matter of the deterioration of the property, that is the subject of this application. In particular, that the applicant was responsible for that deterioration and therefore could not use that fact as a means of justifying the application. DG recognised that the building was in dire need of attention, but that this application was not appropriate. CC proposed that the Parish Council object on the grounds stated for application 14/23/0007, to the planning application.				
	Prop: CC	Sec: DG	In Favour: 4	Against: 0	Abstain: 2
	14/23/0015 [M]				
	DP set out her concerns relating to this application and indicated that the Council should object to the application. Specifically, the following matters. <ul style="list-style-type: none"> There are 3 residential properties in very close proximity to the site and all 3 residents are objecting to the application. 				

	<ul style="list-style-type: none"> • There are concerns relating to unknown emissions, noise and pollutants into the water drainage systems that aren't addressed in the application. • There is no reference in the application to the noise generated by the rolling road or how it will be mitigated. The Dynometer rolling road noise generated is compared to that of a jet engine at 129 dB. • The application does not indicate that the shutter door nor the valeting buildings as being sound proofed. There are no noise reports in the application as submitted. • The company works late into the night (the residents state up to 11pm) and generating this level of noise will affect the residents well-being. • The drainage is not shown as it is thought that harmful chemicals and water run off could pollute the mains drainage and waterways. <p>DP proposed that the Parish Council object to the application on the grounds stated.</p> <p>The residents were encouraged to record a diary of incidents when noise or late night working occurred for future reference.</p>					
	<table border="1"> <tr> <td>Prop: DP</td> <td>Sec: PT</td> <td>In Favour: 5</td> <td>Against: 0</td> <td>Abstain: 1</td> </tr> </table>	Prop: DP	Sec: PT	In Favour: 5	Against: 0	Abstain: 1
Prop: DP	Sec: PT	In Favour: 5	Against: 0	Abstain: 1		
	Items for Decision					
10.0	<p>Parish Council Improvement Fund – to consider and approve a proposal to set up a Parish Council Improvement Fund. [M]</p> <p>The Clerk proposed that the fund identified in the annual budget be managed via a process known as the Parish Council Improvement Fund.</p> <p>DP requested that the process include an interim report provided by any group or individual receiving funds.</p> <p>The proposal was approved.</p>					
	<table border="1"> <tr> <td>Prop: DG</td> <td>Sec: PT</td> <td>In Favour: 6</td> <td>Against: 0</td> <td>Abstain: 0</td> </tr> </table>	Prop: DG	Sec: PT	In Favour: 6	Against: 0	Abstain: 0
Prop: DG	Sec: PT	In Favour: 6	Against: 0	Abstain: 0		
11.0	<p>Parish Council Logo – to consider and approve a new version of the Parish Council identifying logo. [M]</p> <p>The Clerk proposed to further option for a new Parish Council logo, one including a silhouette outline of the parish boundaries and one including the Parish motto "a parish to be proud of".</p> <p>The version that included the parish motto was approved.</p>					
	<table border="1"> <tr> <td>Prop: CC</td> <td>Sec: PT</td> <td>In Favour: 6</td> <td>Against: 0</td> <td>Abstain: 0</td> </tr> </table>	Prop: CC	Sec: PT	In Favour: 6	Against: 0	Abstain: 0
Prop: CC	Sec: PT	In Favour: 6	Against: 0	Abstain: 0		
12.0	<p>Canal Signage – to consider and approve a proposal for the costs of installing signage along the canal footpath. [M]</p> <p>The Clerk reported that a number of hire companies had been approached to source the necessary equipment needed for the works, but only one provider, Eagle Plant, had the necessary equipment available to hire.</p>					

	<p>A resident offered to help with the project, with the potential of being able to provide some equipment at a lower cost to the Council.</p> <p>CC and PT to prepare a plan of the installation sites.</p> <p>The proposal to allocate funds up to £860.00 for the works was approved.</p>				
	Prop: AP	Sec: CC	In Favour: 6	Against: 0	Abstain: 0
13.0	<p>Coronation Picnic Risk Assessments – to consider and approve the risk assessments prepared ahead of the Coronation Picnic to be held on the 6th May 2023. [M]</p> <p>PT had prepared a thorough and complete risk assessment for the coronation picnic party. CC commented that he was satisfied that the assessments were complete. The Clerk also confirmed that he believed that the assessments were thorough and comprehensive.</p> <p>The proposal to approve the risk assessments was fully supported.</p>				
	Prop: AP	Sec: CC	In Favour: 5	Against: 0	Abstain: 1
14.0	<p>Annual Parish Meeting – to consider the agenda for the Annual Parish Meeting to be held on 10th May 2023.</p> <p>The Clerk outlined the proposed agenda for the Parish Meeting. The Clerk appealed for suggestions for a speaker.</p> <p>The proposal was approved.</p>				
	Prop: AP	Sec: PT	In Favour: 6	Against: 0	Abstain: 0
15.0	<p>Internal Audit Action Plan – to review and approve the internal audit action plan. [M]</p> <p>This matter had been carried over from the Finance Committee that was postponed. The action plan was created following the audit conducted in 2022. There were no significant issues outstanding or any that raised concern. The Clerk reported that the actions had been addressed, with the remaining issue of the outstanding policies and procedures to be completed.</p> <p>The action plan was approved.</p>				
	Prop: AP	Sec: DG	In Favour: 5	Against: 0	Abstain: 1
16.0	<p>Tools and Equipment – to approve a maximum spend of up to £2,500.00 on tools and equipment for the role of Grounds and Maintenance Operative. [M]</p> <p>The Clerk confirmed that every effort would be undertaken to ensure that the equipment purchased provided value for money.</p>				

	<p>The new Grounds and Maintenance Operative was due to start on the 24th April and his first few weeks would be focused on identifying initial key tasks and training.</p> <p>A resident asked if the purchase of the equipment would be out to tender. The Clerk confirmed that every effort would be made to ensure that purchases represented the best value for the Council.</p> <p>The proposal was approved.</p>				
	Prop: AP	Sec: DP	In Favour: 6	Against: 0	Abstain: 0
17.0	<p>Financial Regulations – to review and approve changes to the financial regulations. [M]</p> <p>The Clerk set out the changes to the financial regulations after they had been reviewed. A significant number of the changes were a result of amendments to the format of the template. Councillors were provided with annotated copies of the changes.</p> <p>The most significant change granted the Clerk authority to spend up to £250.00 plus VAT, with this reported in the normal way via each meeting.</p> <p>The proposed changes were approved.</p>				
	Prop: AP	Sec: DG	In Favour: 5	Against: 0	Abstain: 1
18.0	<p>Happy to Chat Benches – produce signage to be attached to any benches in the Parish that state “Sit here if you don’t mind someone stopping to say hello” in an attempt to combat loneliness and community interaction. [M]</p> <p>AP reported that the scheme to designate “Happy to Chat Benches” had been successful across the country, encouraging people to stop and talk to each other.</p> <p>The proposal was approved.</p>				
	Prop:	Sec:	In Favour:	Against:	Abstain:
19.0	<p>Finance – to review and approve the Financial Transaction Report. [M]</p> <p>The Financial Transaction report was approved. See Appendix B for a list of all payments. The Chair signed a copy of the report for the records.</p>				
	Prop: AP	Sec: PT	In Favour: 6	Against: 0	Abstain: 0
	Updates from Committees, Panels and Working Groups				
20.0	Finance Committee				
	20.1. Expenditure against budget year-to-date.				
	DG confirmed that a Finance Committee meeting was needed. DG’s primary focus is on managing the ongoing costs of the Recreation park.				

	The Clerk reported on expenditure to date, which was on profile and as expected. The Clerk reported that there are a number of items of expenditure that will need to be accounted for in the 23/24 year that were budgeted for within the 22/23 year.
21.0	Traffic Panel
	21.1 Community Speedwatch Group
	The Speedwatch Group had provided a summary of the data they had collected from their activity between December and February 2023. The data indicated that the proportion of motorists that were identified as exceeding the 20 mph speed restrictions was approximately 17%, an average that was higher than the regional average. CC reported that over 40 letters had been issued by Avon and Somerset Police as a result of the actions of the Speedwatch group. CC appealed for more volunteers to supplement the group. The Clerk confirmed that he would supplement this data with the data from the Speed Indicator Devices.
22.0	Newsletter Working Group
	AP confirmed that the next edition of the newsletter was in preparation. The Clerk confirmed that the distribution network now covered 700 households in the Parish. More volunteers were needed. AP had received positive feedback on the newsletter.
23.0	Coronation Celebrations Group
	AP ran through the main attractions that were being made available at the event. Expected numbers of people requesting cream teas was between 400 and 500. Ruishton Parish Council had made a financial contribution to the event and this was gratefully received. AP appealed for volunteers to assist on the day.
24.0	Footpaths Report
	The footpath report was noted and the Council thanked Fred A'Court for his efforts in preparing the report.
	Other Matters
25.0	Correspondence
	25.1 To consider any correspondence received that Councillors wish to raise that has already been circulated.
	CC had been in communication with a resident about flooding at North End. Somerset Council had undertaken some works to clear the drains in the area and this had seemed to have had a positive impact so far.
	25.2 To note items of correspondence received by the Clerk and RFO deemed appropriate to be brought to the attention of the Parish council.
	Communication had been circulated, but no comment was made.
26.0	Changes to the Planning Process

	The Clerk shared a presentation that he had received that summarised the changes to the planning application process that have been introduced following the establishment of the Unitary Authority.
27.0	Recreation Park – Report on the Incident of Monday 27 th March 2023.
	The Clerk summarised the incident that had occurred at the Recreation Park, involving a group of young people and the member of staff from the security provider. The Police had been alerted, but no further action had been taken. The Clerk confirmed that a fence panel had been damaged and would need to be replaced. The fencing contractor had been contacted and would be dealing with the issue.
28.0	New Matters to be Carried Forward
	None.
29.0	Council to Decide if to Exclude Members of the Public and Press for the Following Item(s) [M]
	None.

The meeting ended at 9.08pm

[M] = Where a resolution (vote) is expected

Andrew Williams, CSM PC, Clerk and RFO, 07708 680797, email clerk@creechstmichael.net

The next Creech St Michael (CSM) Parish Council meetings are on:

Monday 15th May 2023 (Annual Parish Meeting) At 7pm in the CSM Village Hall