

## CREECH ST MICHAEL PARISH COUNCIL

**Approved Minutes** for the Meeting of Creech St Michael Parish Council held at Creech St Michael Village Hall on **03 July 2023 at 7.00pm**


### Councillor Attendance

Cllr. Annabelle Peters – Chair	AP	Present	Cllr, Neil Davidson – Vice Chair	ND	Present
Cllr. Adrian Birch	AB	Present	Cllr. Charlie Cudlip	CC	Present
Cllr. Corinne Giles	CG	Present	Cllr. Stephen Greenhalgh	SG	Present
Cllr. David Griffin	DG	Present	Cllr. Ken Hunt	KH	Present
Cllr. Paul Tucker	PT	Present	Cllr Kieran Roe MBE	KR	Present

**Also Present:** Cllr. Norman Cavill (Somerset Council) 7 (seven) members of the public (including 2 (two) via the Zoom stream) and Andrew Williams, Creech St Michael Parish Clerk and Responsible Financial Officer.

### Meeting started at 7.00pm

1.0	<b>Chair's welcome</b>
	AP welcomed everyone to the meeting and asked if there were any members of the public present who wished to speak.
2.0	<b>Public Question time</b> - Questions asked by the Public and Press will be noted.
	None.
3.0	<b>To receive Somerset Council Councillors' Reports</b>
	<p>Cllr. Cavill presented a summary of updates from Somerset Council.</p> <ul style="list-style-type: none"> <li>▪ It was noted that Cllr. Fothergill sent his apologies.</li> <li>▪ Council finances remain a key issue. Latest reports indicate that overspend against budget is projected to be approximately £40 million. The merging of the district councils in to one unitary authority has brought added pressures on budgets. Inflationary pressures are also being felt on significant projects.</li> <li>▪ Waste Services Industrial Action. The council was informed this week that Waste Service members of the Unite union intend to start industrial action on Wednesday 12 July.</li> <li>▪ Customer Access Points. Customers who need in-person help or advice from Somerset Council will find support at all Somerset Libraries.</li> <li>▪ Customer Access Points. Customers who need in-person help or advice from Somerset Council will find support at all Somerset Libraries.</li> <li>▪ Eel recovery project. Endangered eels are getting a helping hand at Chard Reservoir Local Nature Reserve. The Councils Countryside team is working with the Environment Agency (EA) to help increase nationally declining numbers of European Eels (<i>Anguilla Anguilla</i>).</li> </ul>

Approved by   
Chair of the Meeting

Date 04.09.2023

	<ul style="list-style-type: none"> <li>Summer reading challenge. Youngsters aged 4-11 can join the Summer Reading Challenge by visiting Somerset Libraries.</li> <li>National award for Children's Services. Somerset Council is celebrating after winning a prestigious Award for a partnership project delivering children's homes across the county.</li> </ul> <p>DG asked what practical steps were being taken to reduce the budget deficit. Cllr. Cavill suggested that there were projects of significant sums that could be re-engineered to deliver savings.</p> <p>KH asked for Cllr. Cavill to confirm the cost of building new council homes in Taunton was in the region of £350,000.00 and Cllr. Cavill confirmed that it was.</p> <p>Cllr. Cavill asked that the Parish Council write to the owner of the property on the corner of Paddock Close to request that their hedgerow be cut back as it was causing pedestrians to have to walk in to the road.</p> <p><b>Action:</b> Clerk and RFO to write to the resident.</p>
4.0	<b>To receive any apologies for absence</b>
	Apologies received from Cllr. Phillips.
5.0	<b>Declarations of Interests</b>
	<b>5.1 Declarations of Individual Members</b>
	None.
	<b>5.2 Dispensation Request</b>
	None.
6.0	<b>Minutes</b>
	To <b>Review and Approve</b> the minutes of the meeting held on 5 June 2023. [V]
	The Minutes of the meeting held on the 5 June 2023 were approved and signed by the Chair.
	<b>Prop: AP      Sec: PT      In Favour: 9      Against: 0      Abstain: 1</b>
7.0	<b>Review and Monitor the Actions Outstanding from Past Meetings</b> – See Appendix A for details of action points and progress toward the completion of each action.
	The Clerk and RFO provided an update on the progress toward completing the tasks on the Action Record.
	<b>Items for Decision</b>
8.0	<b>Waste Services</b> – proposal to appoint a provider for the disposal of waste from the Recreation Park.
	The proposal was discussed and the Clerk and RFO advised that the Parish Council had a legal responsibility to ensure that it had a documented process in place to dispose of the waste generated at the Recreation Park.
	Two quotes for waste disposal were available for consideration. CG asked if the current arrangement could continue.

	<p>No vote was taken on the proposal.</p> <p><b>Action:</b> Clerk and RFO to approach Somerset Council to seek a formal arrangement.</p>				
9.0	<p><b>CCTV Installation</b> – proposal to appoint a contractor to undertake an installation of CCTV at the Recreation Park.</p> <p>The proposal to consider installation of CCTV at the recreation park was considered. Two quotations were available for consideration. Both quotations would likely require additional electrical works to complete the installation. The costs of the installation were between £7,000.00 and £8,500.00 plus VAT.</p> <p>It was agreed that the quotations provided were in excess of expectations and could not be justified at the current time. KH expressed concern that the proposed project did not provide value for money when considered against the costs of vandalism.</p> <p>AB had previously provided a list of required equipment at a significantly lower cost than quoted. This would require installation.</p> <p>No vote was taken on the proposal.</p> <p><b>Action:</b> Clerk and RFO to seek revised quotations for a smaller scale installation.</p>				
10.0	<p><b>Safeguarding Policy</b> – to consider and approve the Parish Council Safeguarding Policy.</p> <p>The proposed safeguarding policy was approved.</p>				
	<b>Prop:AP</b>	<b>Sec:KH</b>	<b>In Favour:10</b>	<b>Against:0</b>	<b>Abstain:0</b>
11.0	<p><b>Staffing Committee Terms of Reference</b> – to consider and approve the Staffing Committee Terms of Reference.</p> <p>ND confirmed that the Staffing Committee had approved the Terms of Reference.</p> <p>The Staffing Committee Terms of Reference were approved.</p>				
	<b>Prop:AP</b>	<b>Sec:PT</b>	<b>In Favour:10</b>	<b>Against:0</b>	<b>Abstain:0</b>
12.0	<p><b>Christmas Fayre</b> – proposal to allocate £250.00 in funds to support the 2023 Christmas Fayre.</p> <p>AP requested the Parish Council allocate funds of £250.00 toward the costs of staging a Christmas Fayre, following the success of last year's event.</p> <p>The proposal to allocate £250.00 was approved.</p>				
	<b>Prop:SG</b>	<b>Sec:PT</b>	<b>In Favour:10</b>	<b>Against:0</b>	<b>Abstain:0</b>
13.0	<p>Finance – to <b>review and approve</b> the Financial Transaction Report. <b>[M]</b></p> <p>The Financial Transaction report was approved. See <b>Appendix B</b> for a list of all payments. The Chair signed a copy of the report for the records.</p>				

	KH asked for the Clerk and RFO to confirm when the works to the Pavilion building were approved.				
	<b>Prop:AP</b>	<b>Sec:ND</b>	<b>In Favour:10</b>	<b>Against:0</b>	<b>Abstain:0</b>
	<b>Items for Discussion</b>				
14.0	<p><b>Meeting of Local Community Network (LCN)</b> – feedback from event.</p> <p>KR and the Clerk and RFO attended the initial LCN meeting. KR reported that the meeting as well attended. During the meeting, each Parish Council was asked to identify their priorities.</p> <p>Cllr. Haskins from West Monkton Parish Council was elected as Chair of the LCN and Cllr. Norman Cavill was elected as Vice Chair.</p> <p>The next meeting was likely to be held in September or October.</p>				
	<b>Updates from Committees, Panels and Working Groups</b>				
15.0	<b>Finance Committee</b>				
	<p>15.1 Income and Expenditure year to date.</p> <p>The income and expenditure against budgets were scrutinised. The Clerk and RFO confirmed that spend was on profile and as expected.</p>				
16.0	<b>Staffing Committee</b>				
	ND confirmed that the Committee had held a recent meeting and had scrutinised the training matrix, policy schedule and the Committee's Terms of Reference.				
17.0	<b>Planning Committee</b>				
	<p>17.1 MH2 Meetings</p> <p>A number of meetings had been held with the Lead Planning Officer and the Developer's Representative for the Langaller Park development had been held with West Monkton Parish Council.</p> <p>CC and DG expressed concerns that the Parish Councils were being pushed toward taking a greater level of responsibility for the delivery of the commercial and public infrastructure. Cllr. Cavill confirmed that the developer was encouraging the Parish Councils to take a more involved responsibility for the commercial and community infrastructure and that any proposal should be approached with great care.</p> <p>KR asked if the extension to the consultation process on application 14/23/0002 had been approved. The Clerk and RFO confirmed that the deadline was now 31<sup>st</sup> July 2023.</p>				
18.0	<b>Recreation Park Committee</b>				
	<p>18.1 Repair works, Locking/Unlocking Service, Pavilion room refurbishment and pitch hire.</p> <p>AP reported feedback from a member of the public, who had complimented the standard in the park.</p>				

	<p>The Clerk and RFO confirmed that the repair works on the play equipment were near completion. The works had taken almost five months to complete.</p> <p>An operational inspection of the play equipment had been completed recently and no significant issues had been found.</p> <p>Walford Security had taken over the delivery of the locking and unlocking service from 1<sup>st</sup> July 2023.</p> <p>The Pavilion room refurbishment is progressing with the flooring now complete.</p> <p>Tone Youth FC had withdrawn from using the pitches for the next season, but Ruishton were intending to make use of the pitches.</p>
19.0	<b>Traffic Panel</b>
	<p>19.1 Meeting with Highways</p> <p>The panel had met recently with a Highways Officer and walked through a number of issues, including relining and installation of roundels. A request was also being made to determine if the Railway Bridge was in need of resurfacing. A report on this was expected.</p>
20.0	<b>Canal Panel</b>
	<p>20.1 Installation of Signage</p> <p>ND confirmed that a proposed date of the 22<sup>nd</sup> July had been agreed for the installation of the signs. This would be undertaken with help from members of the community.</p> <p>The issue of locking the car park gate was discussed.</p> <p><b>Action:</b> The Clerk and RFO to obtain a quote from Walford Security for a locking and call out service for the car park.</p>
21.0	<b>Party in the Park Working Group</b>
	<p>AB provided an update and confirmed that ticket sales were positive and currently at approximately 1,000. AB also asked for volunteers to assist on the day to assist with the set up.</p> <p>21.1 Forthcoming Events</p> <p>CG intended to launch a flower-pot event in the Village, with a possible tie-in with the Flower Show. Alongside the Christmas Fayre, a speed crafting event would also be held.</p>
22.0	<b>Newsletter Working Group</b>
	<p>AP reported that the newsletter was being well received, but that more volunteers were needed for distribution, particularly in Crech Heathfield.</p>
	<b>Other Matters</b>
23.0	<b>Correspondence</b>
	<b>23.1 To consider any correspondence received that Councillors wish to raise that has already been circulated.</b>

	None.
	<b>23.2 To note items of correspondence received by the Clerk and RFO deemed appropriate to be brought to the attention of the Parish council.</b>
	None.
24.0	<b>New Matters to be Carried Forward</b>
	None.
25.0	<b>Council to Decide if to Exclude Members of the Public and Press for the Following Item(s)</b> [M]
	None.

The meeting ended at 8.35pm

[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:

04 September 2023

03 October 2023

07 November 2023

at 7pm in the CSM Village Hall

at 7pm in the CSM Village Hall

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