

CREECH ST MICHAEL PARISH COUNCIL

Draft Minutes for the Meeting of Creech St Michael Parish Council [CSMPC] held at Creech St Michael Village Hall on **Monday 7th November 2022 at 7:00pm**

Councillor Attendance

Cllr. Annabelle Peters – Chair	AP	Present	Cllr. Paul Tucker	PT	Present
Cllr. Neil Davidson	ND	Present	Cllr. David Griffin	DG	Present

Also Present: Cllr. David Fothergill (SCC), five members of the public and Andrew Williams, CSM 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.
	A representative from South Somerset Astronomy Society addressed the meeting with his proposal to seek support and funding from the Parish council to update the Somerset Space Walk, that runs alongside the Bridgwater and Taunton Canal. The project will also aim to introduce the cycle of Halley's Comet which will progress through the solar system over the next 38 years. Contact details for the project were passed to the Clerk and RFO.
3.0	To receive County and District Councillors' Reports
	Apologies were received from Cllr. Cavill. Cllr. Fothergill's update included the following. <ul style="list-style-type: none"> • Somerset County Council is reporting a £22 million budget gap for this financial year and a projected £75 million gap for the 2023/24 year. • The Local Community Network consultation has been delayed and is now likely to be reported on at the end of the year. • Winter gritters are ready to deploy. • A new travel site has been launched called Think Travel Options. This combines all travel options for the County.
4.0	To receive any apologies for absence
	Apologies were received from Cllrs. Diane Phillips, Ken Hunt and Charlie Cudlip.
5.0	Declarations of Interests
	4.1 Declarations of Individual Members
	None.
	4.2 Dispensation Request
	None
6.0	Parish Council Vacancies
	No applications have been received. AP asked the members of the public present, to make others aware of the vacancies.
7.0	Minutes

	7.1. to Review and Approve the minutes of the meeting held on 3 rd October 2022. [M]			
	All present confirmed that they had received the minutes of the meeting held on 3 rd of October 2022. Cllrs. agreed the minutes of the meeting held on the 3 rd of October 2022. The Chair signed a copy of the minutes for the records.			
	Prop: AP	Sec: DG	In Favour: 4	Against: 0 Abstain: 0
	7.2. to Review and Approve the minutes of the Extraordinary meeting held on 11th October 2022. [M]			
	All present confirmed that they had received the minutes of the Extraordinary meeting held on 11 th of October 2022. Cllrs. agreed the minutes of the Extraordinary meeting held on the 11 th of October 2022. The Chair signed a copy of the minutes for the records.			
	Prop: AP	Sec: DG	In Favour: 3	Against: 0 Abstain: 1
	7.3. to Review and Approve the minutes of the Staffing Committee meeting held on the 12th October 2022. [M]			
	All present confirmed that they had received the minutes of the Staffing Committee meeting held on 12 th of October 2022. Cllrs. agreed the minutes of the Staffing Committee meeting held on the 12 th of October 2022. The Chair signed a copy of the minutes for the records.			
	Prop: AP	Sec: PT	In Favour: 4	Against: 0 Abstain: 0
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. [M]			
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]			
	The following applications were considered under 1 vote 14/22/0049/LB Construction of balcony on the west elevation at first floor level at Husk Farm, St Michael Road, Creech St Michael. 14/22/0048 Construction of balcony on the west elevation at first floor level at Husk Farm, St Michael Road, Creech St Michael (retention of works already undertaken). 14/22/0047/LB Construction of balcony on the north elevation at first floor level at Husk Farm, St Michael Road, Creech St Michael (retention of works already undertaken). 14/22/0046 Construction of balcony on the north first floor level at Husk Farm, St Michael Road, Creech St Michael (retention of works already undertaken). No objections were raised.			
	Prop: AP	Sec: PT	In Favour: 4	Against: 0 Abstain: 0
	14/22/0050 Erection of a detached oak framed annexe at Salters Bungalow, Charlton Road, Creech St Michael.			

	This application was supported with the condition that the building remained as an annex and was not used as a stand-alone property.				
	Prop: AP	Sec: PT	In Favour: 4	Against: 0	Abstain: 0
	Items for Decision				
10.0	Finance – to review and approve the Financial Transaction Report. [M]				
	The Financial Transaction report was approved. See Appendix B for a list of all payments.				
	Prop: AP	Sec: PT	In Favour: 4	Against: 0	Abstain: 0
11.0	Parish Council Grounds and Maintenance Operative – to approve the recruitment and selection to the role of Parish Council Grounds and Maintenance Operative. [M]				
	ND spoke in support of the proposal to appoint the new post. The post would be advertised locally without cost initially.				
	The proposal was approved.				
	Prop: AP	Sec: PT	In Favour: 4	Against: 0	Abstain: 0
12.0	Training & Development – to approve the proposal to adopt the training and development plan for councillors, employees and parish council volunteers. [M]				
	ND proposed that the training matrix be adopted. DG asked if training undertaken to date was recorded and it was confirmed that it had been.				
	The proposal was approved.				
	Prop: PT	Sec: AP	In Favour: 4	Against: 0	Abstain: 0
13.0	Funding for Youth Provision in the Parish – to approve a proposal to buy-in a service for youth provision within the community. [M]				
	AP recommended that the proposal be approved, as without support from the Parish Council, the Community Youth Project would have to cease operation. DG requested that regular updates on the success of the project be provided to the Parish Council and it was agreed that this would be requested.				
	The Clerk and RFO reminded the Council that the provision of a service for young people was a key element of the Community Action Plan.				
	The proposal was approved.				
	Prop: AP	Sec: DG	In Favour: 4	Against: 0	Abstain: 0
14.0	Rec Park Pavilion Building – to approve a proposal to use CIL monies to refurbish the main room of the Pavilion Building to provide a space that can be used for meetings and other purposes. [M]				
	The Clerk and RFO set out the proposal to undertake a refurbishment of the main room in the Pavilion Building, to allow the room to be used for a range of purposes including meetings, the Youth group and other community groups.				
	ND expressed some concern that all councillors had not viewed the room and that there were limits to the capacity and flexibility of the room.				
	The proposal was approved.				
	Prop: AP	Sec: PT	In Favour: 4	Against: 0	Abstain: 0

15.0	Local Community Network Proposal – to approve the adoption of the proposed structure of a Hills and Levels Local Community Network. [M]				
	AP invited Cllr. Fothergill to update the committee on the proposals to create Local Community Networks (LCNs). Cllr. Fothergill explained that LCNs would act as committees of the new unitary authority with delegated powers and funding from the Unitary Authority. They do not replace Parish Councils.				
	As a result of the timescales involved with the consultation, a proposal that joined the Creech St Michael parish with Monkton Elm, North Petherton Town Council and other parish councils was submitted to the consultation.				
	The proposal was approved.				
	Prop: AP	Sec: PT	In Favour: 4	Against: 0	Abstain: 0
16.0	Novus Solar Power Fund – to approve the proposal to request that Somerset Community Foundation administer funds allocated by Novus Renewable Services to a Community Benefit Fund. [M]				
	AP confirmed that Novus Renewable Services had committed to providing a grant of approximately £5,000.00 per annum. Following consultation with residents it was requested that the fund be administered by the Ham Flood Committee. AP and DG had consulted with the Somerset Community Foundation and they had indicated that they were unable to administer the funds.				
	The proposal was rejected.				
	Action: AP to prepare a proposal to approve that the fund is administered by the Ham Flood Committee for the next full council meeting.				
	Prop: AP	Sec: DG	In Favour: 0	Against: 4	Abstain: 0
	Updates from Committees, Panels and Working Groups				
17.0	Staffing Committee				
	The recent Staffing Committee meeting generated a series of actions, including confirmation of the Clerk and RFO in his role.				
18.0	Finance Committee				
	DG explained that there had been a meeting of the Finance Committee that had proved very constructive in understanding where the Parish Council currently stands with its finances.				
	The Clerk and RFO confirmed that the work on the 2023/24 budget had begun.				
	18.1 Expenditure against budget year-to-date				
	The Clerk and RFO took members through the expenditure record and forecast for the year end. The report is intended to provide greater transparency to members of expenditure. At the current time, a projected underspend of £22,000.00 is forecast.				
19.0	Rec Park Committee				
	The Clerk and RFO confirmed that the quote for repairs to the play equipment had been confirmed with Sutcliffe Play.				

	<p>PT asked when the repairs to the toilets would be completed. The Clerk and RFO was unable to provide a date at the current time, as the contractor has not been able to progress the works. The Clerk and RFO was attempting to make contact with the contractor to resolve this.</p> <p>The Clerk and RFO reported that there had been some issues with the security company unlocking the Rec Park gates. A conversation with the security company had taken place and they were putting plans in place to resolve these issues.</p>
20.0	Canal Panel
	<p>No recent meeting. The new signage is awaiting installation and there is a need to reduce some of the surrounding trees.</p> <p>There were reports of an overnight sleeper in the car park. At this stage there wasn't a need to take steps to protect against this happening again.</p>
21.0	Traffic Management Panel
	No recent meeting of the panel.
	21.1 Update on Speed Limit TRO and Speedwatch Group
	<p>Cllr. Cudlip had been in contact with the Speedwatch group to arrange a meeting, now that the TRO is sealed.</p> <p>It was agreed that a proposal for the purchase of the Speed Indicator devices would be prepared for the next full council meeting.</p>
22.0	PiP Working Group
	DG had held further discussions with Adrian Birch from the PiP group and some progress toward resolving the issues relating to finance and the relationship with the Parish Council was being made.
23.0	Newsletter Working Group
	AP explained that a first edition of a Parish Council newsletter was being prepared and would be published soon. The cost of the printing would be in the region of £30.00 for 300 copies.
	Correspondence
	<p>AP shared recent correspondence from the Village Hall and Baptist Church about the forthcoming Christmas Fayre. Arrangements were progressing well. Volunteers were needed for the day to assist with various tasks. The date scheduled was December 10th 2022.</p> <p>AP reminded the meeting that the Remembrance service was scheduled for the 13th of November and AP would be laying a wreath on behalf of the Parish Council.</p>
7.0	New Matters to be Carried Forward
	None.

The meeting ended at 8.30pm

[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 05 December 2022 at 7pm in the CSM Village Hall
Monday 09 January 2023 at 7pm in the CSM Village Hall

Monday 06 February 2023

at 7pm in the CSM Village Hall

Anabelle Peters