

# CREECH ST MICHAEL PARISH COUNCIL

**Draft Minutes** for the Meeting of Crech St Michael Parish Council held at  
Crech St Michael Village Hall on **1 July 2024 at 7.00pm**

## Councillor Attendance

Cllr. Annabelle Peters – Chair	AP	Present	Cllr, Neil Davidson – Vice Chair	ND	Present
Cllr. Paul Tucker	PT	Present	Cllr. Charlie Cudlip	CC	Present
Cllr. Martyn Williams (from item 7)	MW	Present	Cllr. Stephen Greenhalgh	SG	Present
			Cllr Kieran Roe MBE	KR	Present

**Also Present:** Cllr. Norman Cavill (Somerset Council), Cllr. David Fothergill (Somerset Council), three (3) members of the public and Andrew Williams, Crech St Michael Parish Clerk and Responsible Financial Officer.

## Meeting started at 7.03pm

1.0	<b>Chair's welcome</b>				
	AP welcomed those present to the meeting and invited anyone to speak.				
2.0	<b>Public Question time</b> - Questions asked by the Public and Press will be noted.				
	A resident representing the Plymouth Brethren Christian Church spoke about The Church's Rapid Response Team and explained how support can be provided. The resident also spoke about The Church's efforts to secure a community meeting and worship space within the Crech St Michael Parish, as there are a large number of families in the community with no meeting hall. It was suggested that further discussions were held with the Planning Committee to assist with the search for a site.				
3.0	<b>To receive Somerset Council Councillors' Reports</b>				
	Cllr. Fothergill confirmed that there were no significant updates at this time.				
4.0	<b>Apologies for Absence</b>				
	<b>4.1 To receive any apologies for absence</b> Apologies had been received from Cllr. Giles, Cllr. Birch and Cllr. Williams.				
	<b>4.2 To approve any apologies for absence. [V]</b> The apologies for all three members were approved.				
	<b>Prop:PT</b>	<b>Sec:ND</b>	<b>In Favour:6</b>	<b>Against:0</b>	<b>Abstain:0</b>
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>Parish Council Vacancy</b> Mr Martyn Willis presented himself for consideration for the vacancy of Parish Councillor.  Mr Willis' co-option to the role of Parish Councillor was approved. Mr Willis signed the Declaration of Acceptance of Office and this was witnessed and signed by AP. Mr Willis took his seat at the meeting.				
	<b>Prop:AP</b>	<b>Sec:ND</b>	<b>In Favour:6</b>	<b>Against:0</b>	<b>Abstain:0</b>
7.0	<b>Village Agent</b> – a presentation from Christine Brewer of Somerset Village & Community Agents.  Christine Brewer provided an overview of the work of the Village Agent and their role within Connect Somerset. Christine highlighted some of the key tasks that Village Agents are available to support residents with, including accessing online services, proving support for homeless individuals and the provision of food parcels. Flyers and contact details were provided to members.				
8.0	<b>Minutes</b>  To <b>Review and Approve</b> the minutes of the meeting held on 3 June 2024. [M] The draft minutes of the meeting held on 3 June 2024 were approved and signed by the Chair.				
	<b>Prop:AP</b>	<b>Sec:KR</b>	<b>In Favour:6</b>	<b>Against:0</b>	<b>Abstain:1</b>
9.0	<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 updates on progress toward completing the outstanding actions.				
	<b>Items for Decision</b>				
10.0	<b>Purchase and Installation of new signage at the Recreation Park</b> – to review and approve a quotation for the production and installation of signage at the Recreation Park. [M]  The design of the signage was approved, subject to some minor amendments and a quotation from Blake Signs was approved.				
	<b>Prop:AP</b>	<b>Sec:PT</b>	<b>In Favour:7</b>	<b>Against:0</b>	<b>Abstain:0</b>
11.0	<b>CCTV Policy – to review and approve the Parish Council CCTV Policy</b> [M] The Clerk and RFO explained the importance of the CCTV policy and highlighted the key elements of the policy. The CCTV Policy was approved.				
	<b>Prop:CC</b>	<b>Sec:PT</b>	<b>In Favour:7</b>	<b>Against:0</b>	<b>Abstain:0</b>
12.0	<b>Purchase and installation of signage for residents in Charlton Road, Creech Heathfield</b> – to review and approve the purchase and installation of two signs alongside footpath T10/14. [M]  A resident from the area affected spoke of the issues experienced by themselves and others. CC asked if a bollard was a suitable option. This was discounted as it was deemed not practical. The signage was approved. The Clerk and RFO would use the same provider identified in item 10.0 for the supply of the signs. Installation would be done in-house.				
	<b>Prop:KR</b>	<b>Sec:SG</b>	<b>In Favour:7</b>	<b>Against:0</b>	<b>Abstain:0</b>
13.0	<b>13. Review of Policies</b> – to review and make changes to the following policies. [M] <ul style="list-style-type: none"> <li>• Somerset City, Town and Parish Councils Code of Conduct</li> <li>• Health &amp; Safety Policy</li> <li>• Safeguarding Policy</li> </ul>				

	No changes were proposed and the reviewed policies were approved.				
	<b>Prop:AP</b>	<b>Sec:CC</b>	<b>In Favour:7</b>	<b>Against:0</b>	<b>Abstain:0</b>
14.0	Finance – to <b>review and approve</b> the Financial Transaction Report. [M]				
	The Financial Transaction report for the period between 25.05.2024 and 24.06.2024 was approved. See <b>Appendix B</b> for a list of all payments. The Chair signed a copy of the report for the records.				
	<b>Prop:ND</b>	<b>Sec:SG</b>	<b>In Favour:7</b>	<b>Against:0</b>	<b>Abstain:0</b>
	<b>Items for Discussion</b>				
15.0	<b>LCN Meeting 19.06.2024</b> – feedback from the LCN Meeting. KR provided an update on the Annual Meeting of the Hestercombe LCN. This included an overview of the draft annual report that had been discussed at the meeting. KR expressed frustration with the lack of meaningful action taken by the LCN and suggested that unless there was improvement in the output of the LCN there was little point in the Parish Council attending.				
16.0	<b>Planning West Committee Meeting</b> – feedback on the decisions made at the meeting held 25.06.2024. The Clerk and RFO reported on the outcomes of the Planning meeting and the decisions taken by the Committee to grant approval to the Solar Installation at Ham and the housing development at Langaller House Farm. KR expressed his concern about the Committees failure to take account of the view expressed by the Parish Council and others.				
17.0	<b>Recreation Park Tree Survey</b> – to note the findings of the survey conducted by Aboricare Ltd. The report was noted and the Clerk and RFO would present a proposal to undertake urgent works to the Finance Committee in July.				
	<b>Updates from Committees, Panels and Working Groups</b>				
18.0	<b>Finance Committee</b>				
	<b>18.1 Summary of income and expenditure year to date.</b> The report was noted and the Clerk and RFO confirmed that there were no areas of concern.				
19.0	<b>Staffing Committee</b> A meeting of the Committee was due to be held in July.				
20.0	<b>Planning Committee</b> No recent meeting as a result of having not received any planning applications.				
21.0	<b>Traffic Panel</b> No report. A meeting would be scheduled between CC, MW and the Clerk and RFO to agree a new format for the panel.				
22.0	<b>Canal Panel</b> No report. It was confirmed that the locking and unlocking of the car park was working well.				
23.0	<b>Party in the Park Working Group</b> No report.				
24.0	<b>Events</b> <b>24.1 Tug of War</b>				

	<p>AP reported on the success of the events and thanked everyone for their support and efforts to put the event on. There would be a review meeting held shortly.</p> <p>CC raised concern about the decision to remove a Pride flag from one of the gazebos at the event as this would be viewed as the Parish Council not supporting equality, diversity and LGBTQ+ rights. CC was unhappy with the process that was followed to make the decision to remove the flag. AP responded that an individual had raised a concern with her that the flag was being displayed and that she had raised the matter with the Chair of West Monkton Parish Council who had taken the decision to temporarily remove the flag. CC felt that the decision was inappropriate and asked that in future a wider group was consulted on such decisions.</p>
25.0	<b>Newsletter Working Group</b>
26.0	<p>Footpaths</p> <p>The Clerk and RFO provided an update on works to clear footpaths in the Parish supplied by the Footpaths Volunteer. The improvement to the footpath along the River Tone was noted.</p>
	<b>Other Matters</b>
27.0	<b>Correspondence</b>
	<p><b>27.1 To consider any correspondence received that Councillors wish to raise that has already been circulated.</b></p> <p>None.</p>
	<p><b>27.2 To note items of correspondence received by the Clerk and RFO deemed appropriate to be brought to the attention of the Parish council.</b></p> <p>27.2.1 Email exchange with a resident regarding the management of the allotments. The correspondence was noted.</p>
28.0	<p><b>New Matters to be Carried Forward</b></p> <p>KR asked if anything could be done to replace the sign on the canal bridge that had deteriorated over time. Efforts would be made to identify the type of sign and Cllr. Cavill suggested that the Clerk at West Monkton may be able to provide details of signs they had replaced.</p>

The meeting ended at 9.01pm

[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:

2 September 2024

at 7pm in the CSM Village Hall