

# Combe Florey Parish Council

Minutes of Meeting held at Combe Florey Village Hall  
On Wednesday 6<sup>th</sup> September 2017 at 8.25pm

(in the format to be presented to the next meeting for approval)

## Present:

Cllr Jane Warmington (Chair), Cllr Peter Watson, Cllr Peter Taylor  
C Morrison-Jones (clerk)  
2 x members of the public & Gaby Bellamy, Village Agent for Combe Florey

Before the start of the meeting there was a short presentation by Gaby Bellamy, Village Agent for Combe Florey outlining the role of a Village Agent

She explained that she works for the Community Council of Somerset and it is a full-time role, but her area covers a lot of parishes and is affiliated with the surgery in Wiveliscombe. Her role is to give access to the information that is available to those who live in rural communities. She sees people in their own homes to try and help them access information and help, and also helps small community projects. She very much sees her role as helping communities to support each other and identifying gaps and trying to fulfil the needs of rural communities

Clients are either self-referred, or may have been referred by a friend, or by their GP

Taunton Deane values the work of village agents & has funded £50,000 for the last 3 years to extend the reach of village agents in the area

Agents rely on the general public as their ‘eyes and ears’ and will hope that people will refer people in need. Please don’t hesitate to make contact if you think you, or someone you know, will benefit from the help of the Village Agent; Gaby’s telephone number is 07746340546

*Gaby Bellamy left meeting at this point*

## 1) Welcome by the chairman

## 2) To receive any apologies of absence

Cllr R Cleverley

### RESOLVED:

The absences of Cllr R Cleverley be recognised as approved absences for the purposes of S85 Local Government Act 1972

## 3) Declarations of Interest/Dispensations

J Warmington, a Member of TD

P Watson, a Member of TD and on TD planning committee

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Signed and Dated .....Chairman

**4) Public Participation – an opportunity for members of the public to speak on any agenda item**

- Village Hall representative: previously the parish council had discussed becoming the applicant for planning application for the extension as it would halve the fee for planning and building regulations. The application was put in in January in the name of the Village Hall, but the agent for VH is sure that if the PC will sponsor application then TD will adjust the fees appropriately.

Councillors agreed that the PC will sponsor the application if TD agree that it is possible to change the applicant details at this point in time. VH to write to TD to ask if it would be acceptable for the PC to be changed to become the applicant

**5) County Councillor's report**

None received

**6) District Councillor's report**

TD Cllr P Watson reported that the TD & WS formation of a new council has now been put to central government who have the final say

A planning application is under way for 170 houses in Bishops Lydeard , in the south of the parish along the A358. This comes with in the Neighbourhood Plan and plans are underway to submit an application for outline permission (expected to be in within the next 6-9 months)

New Somerset West lottery started jointly by TD and WS, to help local causes. 60% of money goes towards supporting local causes. Local good causes can register to be recipients of help. tickets cost £1. 20% of revenue is allocated for prize money and 20% for administration, in the National Lottery only 28% goes to good causes

Each good cause has a link on the Somerset West Lottery page. The expectation is that this will have raised £50,000 already this year for good causes.

**7) Police report**

A police report has been received by the clerk and has been posted on the website ([www.combefloreyparishcouncil.org](http://www.combefloreyparishcouncil.org))

790 calls have been received for the Rural Area covered from June to August

**8) Minutes from 3<sup>rd</sup> May 2017, to approve and sign**

**RESOLVED**

The minutes of the meeting held on 3<sup>rd</sup> May were approved as a correct record and signed by the Chairman

**9) Matters arising from the minutes not covered by agenda items below**

RC had reported via email that he is in discussion with SCC re dog gates by stiles  
PT reported that Nethercott Lane is still very dirty. The farmer is attempting to scrape down road to clear mud but probably damaging road more than doing any good. Not entirely satisfactory, although cattle will come in for winter soon, so maybe will reduce amount of muck on road. The clerk was requested to ring NFU for advice on the legal position of farmers keeping road clean

**10) Resignation of a councillor and the co-option of new Members to the Council**

Lorraine Boulton has resigned from the Parish Council during the summer recess. JW thanked Lorraine for all her time spent on the PC.

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Signed and Dated .....Chairman

There are therefore three remaining spaces that are available to be filled by co-option. One parishioner has expressed an interest in becoming a Member, but is unable to attend the September meeting. If anyone else has an interest in finding out what the role would involve, please don't hesitate to contact either the clerk or any of the current Members  
Councillors agreed it would be useful to put a new notice up reiterating that there are vacancies that need filling. It is beneficial to the village to have a thriving and active PC

#### 11) Highways – any issues to report

PT reported that the brambles over wall along main road in village have now been cleared. Questions were raised regarding the telephone box in the village and it was resolved to check with TD that the box is not earmarked for removal

#### 12) Consider External Auditors report on the 2016/17 audit

The end of audit documents have not yet been received from the External Auditors, so this agenda item will have to be carried over until the January meeting

#### 13) Finances

##### a) Receipts received

24.7.17 £134.01 VAT refund from HMRC covering the period 1.12.15-31.3.17

##### b) Payments to approve

C Morrison-Jones	clerk's salary (May, June, July, August 2017)	£471.24
HMRC	PAYE	£87.20
C Morrison-Jones	clerk's expenses & reimbursements	£52.23
SALC	membership renewal	£66.76

Cllrs J Warmington and P Taylor countersigned the payments document to authorise the transactions to be carried out online

##### c) Approve Bank Reconciliation to 28th August 2017

Reconciled as to 28<sup>th</sup> August 2017:

B/F balance	£6,007.97
Total receipts	£4,159.01
Total payments	£1,116.77
Balance held	£9,050.21

#### RESOLVED:

That the bank reconciliation be approved and signed by the Chairman

##### d) Update named signatories in regard to the Parish Council bank account

The clerk reported that the previous attempt to change the Lloyds bank mandate had not been actioned by the bank. It was agreed to add R Cleverly as authorised signatory, and remove L Boulton, H Vaughan-Thomas and S Frost. Additionally, to request the addition of administrative access rights to the clerk.

##### e) The Pensions Regulator – staging date & requirement to choose pension scheme

The Clerk reported that the date to start the declaration of compliance has been set by the Regulator as 1 January 2018 and that, although the advice was that the Council should have in place a pension provider by the staging date (31st May 2018), the Regulator had confirmed that it was not a statutory requirement and could be delayed until an employee expressed an intention to participate in a workplace pension. The Clerk also reported that whilst she did not intend to opt into a workplace pension it was still necessary for the Council to formally give notice of the options to its employees. It was resolved that notice be given of the rights of automatic enrolment and that no pension provider be nominated at this stage

**f) Any other financial matters notified to the clerk in advance of the meeting**

PT noted that the grants to CAB and the burial ground were reduced last year when finances were tighter, but now more funds are available he wished them to be reinstated to their previous level. Resolved to add grants to the agenda for January meeting

**14) Planning**

**a) Consider application 11/17/0017/T**

Notification to fell one willow tree within Combe Florey Conservation Area at Combe Ford, Combe Florey

**RESOLVED**

To support

**b) Consider application 11/17/0016**

Restoration of fire damaged public House to include general repairs and renovation with various internal and external alterations. The Farmers Arms Inn, Coggins Lane, Combe Florey

PT noted that the fire, and subsequent closure of the pub, has changed the dynamics of the village and the sooner it is back up and running the better. The pub has been rebuilt several times over the years due to previous fires. Application is a sensible modernisation with due regard for the history of the site and previous building.

**RESOLVED**

To support the rebuild, but would like to request that the build is carried out with the minimum of inconvenience to neighbours, specifically in reference to the currently inaccessible driveway of the close neighbour due to scaffolding placement, and the hope that this can be taken into consideration when granting permission.

**c) Any other planning matters brought to the attention of the clerk prior to the meeting**

**Application 11/17/0015**

Restoration of fire damaged Public House to include general repairs and renovation with the removal of connecting flat roof and erection of glazed connecting walkway between main building and toilet block, removal of gas tank and installation of oil tank at The Farmers Arms Inn, Coggins Lane, Combe Florey

**RESOLVED**

To support with a combined response with above item 14b)

**15) Village Upkeep – any issues to report**

PT was given permission by councillors to authorise small works for the Village Lengthsman as and when they arise, without the need to consult with the full council

**16) Parish Meeting vs Parish Council – updates & ideas**

JW - If no volunteers are coming forward to take a place on the PC, the options have to be considered, review at next meeting

**17) Clerk's report**

- Temporary Overnight Closure of (A358) Taunton Road, Sampford Brett from 410m east of the junction with Woolston Lane, eastwards for a distance of 130 metres. The Order becomes effective on 18 September 2017 and the works are expected to last for 3 nights (18.00 – 07.30hrs).
- SALC councillor training courses are available ([www.somerset-alc.org.uk](http://www.somerset-alc.org.uk)).  
14/09/2017 - Being a Good Councillor- The Essentials (Somerton)

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Signed and Dated .....Chairman

18/10/2017 - Being a Good Councillor- The Essentials (Watchet)

**18) Topics for future meetings**

JW reminded parishioners to let the clerk know in good time if any topics are wanted to be added to January agenda

Dead end sign at Coggins Lane. Prior to the January meeting the clerk was requested to investigate the status of the lane with highways

Website – consider the VH’s request to join the PC website to make one site for the village

*The chairman explained to those present that due to the confidential nature of the business to be transacted, item 19 was to be conducted in confidential session with the public and press excluded.*

*The members of the public left the meeting at this point*

**19) Employment issues**

Clerk’s Annual Review

**RESOLVED:**

JW to conduct review and consult with councillors. Report back at the January meeting

Being no further business, the meeting was closed 9.06pm

Next Parish Council Meeting to be held on Wednesday 3<sup>rd</sup> January 2018, commencing at 7pm at the Village Hall