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Middlezoy Parish Council Meeting

Minutes of the meeting held on Tuesday 19th November 2019 at 730pm in Middlezoy Village Hall.

Present: Cllrs Paul Baker (Chair), Jackie Laine, Ann Lipscomb, Fi Collett, Aviva Morris and Jason MacKay

In attendance: Jacqui Strong (Clerk), Chris Sidaway (Retiring Clerk), Cllr. Anthony Betty, 10 members of public.

Parishioner's question time:

1. Condition of Nethermoor Road was highlighted as being in a dangerous state of repair with pot holes and verges breaking up and considered unsafe for all road users in particular cyclists and pedestrians. There were signs that someone had marked the road in certain areas. *Chairman agreed the clerk to contact Highways by email.*
2. Question asked about responsibility of keeping the road signs clean? Split between SDC for road names, SCC for directional signs, Parish – for illustrative signs – CS reported back
3. Question asked relating to response times to emails and correspondence by county/district and parish council. What is the policy? Felt that there had been a poor response to emails that had been sent to various people over the past 12 months and wanted to know what the policy is. Advised that communication should go via the Clerk – out of office reply now established to reassure people that email has been received and that policies are being looked at in sequence. Main concerns were relating to dipped areas on the road between Westonzoiland and Middlezoy particularly when filled with water. Also the verges with frequent use of larger vehicles were breaking up. Felt that the response from councillors had been poor.
4. How often should Cllr. D Huxtable attend parish meeting, response given that there is nothing set about frequency owing to the areas and numbers of meetings. Room was advised that Cllr. Huxtable had sent his apologies and recognised it had been a while since he had been to Middlezoy.

The following presentation was heard prior to the Agenda:

Presentation given by Jean Campbell from the PCC who is a Pastor and Chaplain who has recently undertaken Major Emergency Training and Somerset Prepared Course within recent weeks. It was felt that every village should have an Emergency Plan for people in the own homes, the community, local businesses and farmers. Starting with basic information with emergency contact numbers/medical conditions and designated meeting points if needed. Within the wider community having a safe building and communication network, roll list identifying the vulnerable to deal with natural disasters, power failure or possible terrorist attacks. The website www.somersetprepared.org.uk is a useful resource with a lot of information to people to implement. The Red Cross are offering first aid training and would be beneficial to link with the Defibrillator training. Useful Apps include: Citizens Aid, What3words and Red Cross First Aid. Cllr. Laine to liaise with Jean to develop the existing emergency plan created in response to the floods 3 years ago - general support from the room. In brief: Plan – Prepare – Respond – Recover

- 01/19/MPC Apologies**
Apologies were received from:
Cllr. D. Huxtable, Cllr. L. Perry, Cllr. W. Hawkins – (638pm by email), PCSO Lora Bray
- 02/19/MPC Declarations of Interest in items on this agenda**
Cllr. Laine declared an interest in that her company was receiving a replacement cheque due to incorrect Payee
- 03/19/MPC Declarations by co-opted Councillor**
Declaration signed by Jason MacKay in the presence of the Clerk
- 04/19/MPC To receive Chairman's announcements**
Nothing to report
- 05/19/MPC To receive and approve minutes as circulated**
Minutes of Parish Council meeting held 15th October were received and signed by the Chairman as an accurate record.
- 06/19/MPC To receive reports from County Councillor**
Summary read out by the clerk from Cllr Huxtables report including school applications, flood prevention expenditure and mental health awareness training. Full report available.
- 07/19/MPC To receive reports from District Councillor**
Cllr Betty provided information that the Rovers Football club had secured a grant from SDC. Communications on going between Duncan Harvey and SHAL regarding affordable housing.
- 08/19/MPC To receive reports from Parish Councillors**
Query raised in response to an available grant that the social club are unable to apply for to support Meals at Christmas to be held at the village hall, request put to the council regarding applying for funding. Sect 137 LGA discussed by Chris Sidaway which allows the Council to give grants that will benefit the whole community not individuals. Deadline for the grant application had passed but interested in reviewing 2020.
- 09/19/MPC To receive reports from the Police**
Lora Bray provided details that she will be at the Baptist Church Coffee Morning on 2nd December and details usually published in MOMMS.
- 10/19/MPC To receive reports from MCP and Village Hall**
Combined bonfire/bingo night was well attended making £700 profit. Next event is the Abba spectacular on Saturday (tickets almost sold out). Aiming to improve toilet facilities but looking for local building contractors to supply quotes. Any interested parties to contact Mike Birks, Middlezoy Community Project. Security system also being addressed.

Resolutions and items to note:

- 11/19/MPC Adoption of revised Financial Regulations 2019**
It was **resolved** to approve the Financial Regulations in accordance with NALCs Model Documents
- 12/11/MPC Approve Society of Local Council Clerks Membership**
It was **resolved** to approve the request to support the clerks membership to the SLCC £114 annual membership
- 13/11/MPC Approve contribution to CiLCA qualification registration**
It was **resolved** to approve the contribution of £350 for the clerks level 3 training
- 14/11/MPC Approve full payment for Defibrillator Pads**
It was **resolved** to approve the payment of £311.88 as part of the commitment to maintain the upkeep.
- 15/11/MPC To agree to hand over the website management to Clerk**
It was noted that the management of the website would be taken over in due course by the clerk.

Financial Reports:

- 16/11/MPC Budget update – report on circulated balance sheet**
The balance sheet year to date was received and noted showing a £300 difference linked to the payment of cheque number 898 to the cricket club which had not been cleared (date 09/2019).
- 17/11/MPC Authorisation of Payments**
It was agreed and noted to make the listed payments
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|---|---------|
| G Wagen James – for Ground Works | £216.00 |
| query regarding play equipment repair outstanding – CS to resolve | |
| Retiring Clerk's final expenses | £ 73.83 |
| New Clerks's salary (October 2019) | £322.25 |
| New Clerk's expenses (October 2019) | £ 24.30 |
| 2 Paediatric Defibrillator Pads (awaiting invoice) | £311.88 |
| HMRC Cheque – C Sidaway (PB/JS authorised) | £351.00 |
- 18/11/MPC Approve increase of signatories to an additional 4 councillors**
It was **resolved** to increase the signatories on the bank account

Planning:**19/11/MPC****Items for decision****34/19/00016** - Linnetts, Kicks Hill – Certificate of Lawfulness

No objections

20/11/MPC**Items for update****34/19/00013** – Mrs Rudge, land to west of Cutley Farm – refused**34/19/00012** – The Barn, change of use from nursery to wellness hub – granted**21/11/MPC****Update of CIL Payments**

Letter received payment to MPC £1565.59

22/11/MPC**Affordable Housing Update**

Still 2 sites approved and 1 possible site that SHAL are interested in but currently going through probate. SDC cannot do anything in relation to this until probate is completed.

not
years

This may delay things but should be looking positive for the new year. If progress is made then after August 2020 SDC will pay for another village survey/consultation as 3 is a long time and a lot can happen in this time. If progress moves forward before this date it is proposed that SHAL and the Parish Council should look at an update report. Concerns raised for people who were hoping for a property in the village in particular some elderly residents and families who were interested.

Email received from Esther at SDC in relation to point 8.4 Affordable Housing: it states that there had been no response from SDC to emails. She would like to point out that she received an email from Paul Baker on the 25th October to which she replied on the 28th

25th

October which she attached for information. As she only received the email on the 25th October she couldn't have replied by the 15th October the date of the meeting.

23/11/MPC**Middlezoy Parish Council Website**

Due to be handed over to the Clerk and needs updating with reports and ability to access policies and procedures linked to the transparency code, Alan Quinn has been contacted in relation to registration. Discussions about social media and facebook – Clerk/JM to liaise. Archaeological Report received and to be forwarded to JL to upload onto the website.

24/11/MPC**Highways**

No update

25/11/MPC**Footpaths**

Ian Henderson has emailed George Montague at SCC in relation to the steps at Windmill Hill with a quote attached awaiting response before further action. Aim would be for the repairs to take place in 2020 but needs clarification who they would like to do them as currently in a dangerous state of repair. Clerk to receive email and respond.

Items of Correspondence

26/11/MPC items of correspondence were noted as received

27/11/MPC Items for next meeting

Any items for the next Agenda please forward to the Clerk. Items to date:

- Police and Procedures
- One Tree Grant Application
- Archaeological Report
- Road Safety – Middlezoy Bend

Date of next meeting – Tuesday 17th December 2019 Middlezoy Village Hall at 730pm

Meeting Closed at 855pm

Signed Date
Chairman of the Council

DRAFT