

Minutes – 9th May – 7pm

7pm the meeting opened.

18/265 Attendees: Chairperson B. Sugg, Vice Chairperson M. Shepstone, Cllr. M. Beckerleg, Cllr. J. Bennett, Cllr. D. Goddard, Cllr. B. Hartley, Cllr. P. Chant, Cllr. P. Hodge, Cllr. D. Mead, Cllr. M. Mead, Cllr. S. Snelling, Clerk G. Macpherson. **Apologies:** Cllr. C. Henocq and Cllr. N. Hopkins, reasons noted. **Public Attendance:** C.Cllr. M. Keating, D.Cllr. G. Seaton, 5 members of the public.

18/206 Declarations of interest in items on this agenda. None declared.

18/207 Minutes were approved as an accurate and correct record of the Parish Council meeting held on 11th April, 2018, proposed by Cllr. P. Hodge and seconded by Cllr. S. Snelling, all agreed.

18/211 Public Question Time

This item was moved forward. A parishioner addressed Council with regards to their return reply to SSDC for the NP consultation. The Parishioner will copy the comments they return to the clerk.

18/208 To discuss and make observations on SSDC - Planning Applications

a. Application Number: 18/01021/FUL

Resolution: The East Coker Parish Council support this application without comment. All agreed.

b. Application Number: 18/01163/OUT

It was proposed to object to the planning application due to concerns over the lack of adequate access on a restricted by way and in view of the emerging Neighbourhood Plan it does not fit in with the criteria. A vote was taken, 5 abstentions and 6 against the application, motion carried.

Resolution: The East Coker Parish Council object to this planning application.

7:15pm 5 members of the public left.

c. 15/01000/OUT – Keyford. A meeting has been arranged for the head of SCC, Mr Fothergill, to discuss the location of the new school. The meeting has been scheduled for 11am on Tuesday 22nd May, location; Chairperson's house. Attendees were requested to attend at 10:30am and bring appropriate footwear for a site visit.

Cllr. B. Hartley informed Council that the English Heritage risk to the area was noted previously as high, now it has been noted as being downgraded to low. **Resolution:** Council agreed to write to the English Heritage and ask why the land had been downgraded. **Action:** Cllr. B. Hartley to draft a letter and email to Clerk to send.

SSDC – Planning Determinations – *For your information.*

- a. **17/03673/OUT** – Permission granted with conditions.
- b. **18/00667/S73** – Permission granted with conditions.

18/209 Memorial Approvals

- a. Headstone and inscription approval was given for Val Turner. Proposed by Vice Chairperson M. Shepstone and seconded by Cllr. M. Mead. All agreed.

18/210 To receive the Clerk's report.

1. GDPR (General Data Protection Regulation) Training Debrief. Clerk will now be the data controller and as such has been on training and will, as of the 25th May follow the regulations. Clerk noted some of the regulations.
 - a. No identifying information can be used on minutes. Names and locations for planning applications will only be used on agenda's to facilitate consultation at the meetings. This information will not be put into minutes. Public attendance will be noted numerically.
 - b. Hosting sites and Iclouds should be UK based. **Action:** Clerk to discuss with Cllr. D. Goddard.
 - c. An email will be distributed to the Parishioner email list asking for permission to use their email address for a list to receive emails on the work and activities of the Parish Council.
 - d. A link on all emails the Parish sends should be linked into the Parish Council GDPR policy on the website. **Action:** Clerk
 - e. No guidelines regarding Facebook are available, yet.
 - f. No data should be shared after its original purpose.
 - g. Data held by the Clerk cannot be shared and if no longer required for purpose should be destroyed.
 - h. Clerk will need to raise an asset record of all data held. This data should not be shared and should be kept under lock and key.
 - i. Cemetery information can be kept as it has a purpose for living purchasers and the regulations do not apply to non-living persons.
2. 106 Contributions – Distribution of monies. The Parish Council would like to have a list of monies available and a list of monies due/expected from future projects. A meeting has been arranged for 26th June at 3pm at SSDC.
3. Somerset Village of the Year 2018. A meeting has been arranged for further discussion, Monday 21st May. The deadline for responses is the 14th June. **Action:** Cllr. S. Snelling to discuss with Mr Snelling the photographs required. Cllr. P. Hodge to discuss with Cllr. C. Henocq the video required.
4. Pavilion Users Meeting. **Action:** Clerk to arrange a meeting between the users for the 5th June at 7pm at the Pavilion.
5. An LBC planning application had been received and the reply date could not be extended by the Planning Department. It was decided that the item would be discussed in a retrospective manner at the next meeting.

18/211 Public Question Time

- (1) Members of the Public – moved to earlier in the meeting.
- (2) County / District Councillors Reports. County Councillor Mark Keating gave his report. District Councillor Gina Seaton gave her report.

18/213 To receive and discuss Parishioner Correspondence

- (1) A parishioner has written with concerns regarding the email from Highways, which was distributed at the Annual Parishioner meeting, regarding the Parish primary school. **Action:** Clerk to reply informing the parishioner that the Parish Council will discuss with the County Councillor and SSDC Traffic Division.
- (2) A request has been received to install a bench in the cemetery in memory Gordy Childs. All Council agreed with the stipulation that the Parish Council reserve the right to move the bench at any time.
- (3) A request had been received asking the Parish Council if the Scout group could use the Pavilion playing fields to hold a Village Fete event to raise money for the children going to the world jamboree, giving the assurance that no cars would drive onto the playing fields. **Resolution:** It was agreed by all Council to give permission. **Action:** Clerk to ask for a copy of the liability insurance they have for the day.
- (4) Pests (Moles). **Action:** Clerk to arrange mole disposal.

18/214 To discuss Working Group issues and resolve

- (1) The Neighbourhood Plan. The Plan is still in consultation, ending 30th May 2018.
- (2) Traffic – Speed and Signage.
Chairperson B.Sugg has had a meeting with Highways and distributed, to Parish Council, a map with the suggested speed signage locations, for discussion and suggested changes. Implementation is expected within the next 6 months, at a cost of between £3.8k-£4K. All Council agreed with the note of a change on

the narrow lanes. Cllr. B. Hartley suggested installing a bus stop at the triangle. Item to be discussed at the next meeting.

- (3) The Cemetery Chapel. Works on the Chapel will commence on Monday 21st May, 2018.
- (4) Loneliness Awareness – Cllr. S. Snelling informed Council that the project is a work in progress. Further information will be available at the next meeting.

18/215 Group Representative Reports

- (1) Village Hall – No report to receive
- (2) Alms Houses – No report to receive
- (3) Primary School – No report to receive

18/216 To discuss and identify Highways Issues and resolve

- (1) Verge Cutting. It was agreed by all to arrange to have the verges cut as the SSDC cut wasn't due for some time. **Resolution:** An interim cut, estimated to be £300, was agreed by all. **Action:** Cllr. D. Mead to arrange.
- (2) The East Coker Parish Council have concerns over blocked drains in the Broadacres area (Burton Lane/Kings Spring Lane). **Action:** Clerk to email Highways and copy C.Cllr. M. Keating.

18/217 To discuss and identify items for the Village Ranger

A stile by the school is broken. **Action:** Chairperson B. Sugg to discuss with Ranger.

18/218 To discuss and resolve the following topics;

- (1) Annual Parishioner Meeting De brief. It was agreed by all that there was no more time to have a meeting next year due to the Parish Councillors election. All agreed.
- (2) Christmas Eve Celebrations – Due to no suitable location being available it was decided not to continue with the Christmas Eve celebrations. All agreed. A Christmas tree will still be installed at the Paddock.
- (3) Trees – Cllr. J. Bennett is still in the process of getting quotations and will have them for the next meeting. A meeting has also been arranged with the arborist regarding the Trees at Tellis Cross.
- (4) Defibrillator. The British Heart Foundation has authorised the grant and the defibrillator will arrive in 6-8 weeks.

18/219 Agenda items for the next meeting, Wednesday, 13th June 2018, 7pm.

Traffic – Bus Stop – Cllr. B. Hartley
Lonely Awareness – Cllr. S. Snelling
Trees – Cllr. J. Bennett
Defibrillator Installation / Storage Unit

18/220 Finance

Items were approved by all. Proposed by Cllr. D. Mead and seconded by Cllr. B. Hartley.

Description	Amount	Vat
Bank Balance 1 st May, 2018	£66,703.67	
Outstanding cheques (3264 / 3269)	(£105.00)	
Clerks Salary	(£ 654.95)	
Clerks Expenses – DAG Design – Printer ink	(£ 35.00)	
Grant – East Coker Scout Group	(£ 500.00)	
KM Dike – March + Play park fence repairs	(£1,282.26)	£213.71
Wellbeing		
- DAG design		
Banner for Parishioners Annual Mtg (Rights of Way Maps)	(£115.00)	
- Refreshments	(£187.66)	

Carried forward	£ 63,823.80
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Cheques in the processing of being banked	
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- Pre School Electric	£414.60
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Additional Payments

Claire's Cleaning Services	£225.00
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KM Dike	£959.00
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British Heart Foundation	£600.00
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Meeting Closed at 9:50pm.

Signed: Chairperson B. Sugg _____

Signed: Clerk, G. Macpherson _____

2018 Annual Parish Council Meeting Minutes – 9th May – 7.30pm

8:05pm the meeting opened.

18/221 Attendees: Chairperson B. Sugg, Vice Chairperson M. Shepstone, Cllr. M. Beckerleg, Cllr. J. Bennett, Cllr. D. Goddard, Cllr. B. Hartley, Cllr. P. Chant, Cllr. P. Hodge, Cllr. D. Mead, Cllr. M. Mead, Cllr. S. Snelling, Clerk G. Macpherson. **Apologies:** Cllr. C. Henocq and Cllr. N. Hopkins, reasons noted. **Public Attendance:** D.Cllr. G. Seaton.

18/222 Declarations of interest received from co-opted Councillors on item 224 (c).

18/223 Annual report. Chairperson gave her annual report.

18/223 Election of Chairperson and Vice Chairperson

It was proposed to elect Bridget Sugg as Chairperson, proposed by Cllr. D. Mead and seconded by Cllr. D. Goddard, all agreed, motion carried. It was proposed by Cllr. D. Goddard to elect Murray Shepstone as Vice Chairperson, seconded by Cllr. P. Hodge, all agreed, motion carried.

- Acceptance of office documentation was duly completed and signed.

18/224 Items for discussion and agreement

- a. It was agreed by all to use email for the meeting summons.
- b. All Parish Council agreed to their email being disclosed to other Parish Council members. D.Cllr. G. Seaton also gave her mission for her email to be disclosed.
- c. **Resolution:** It was agreed to pay a fixed expense to co-opted Councillors.
- d. All Council members were given the expense/allowance documentation to complete and return to Clerk.
- e. **Resolution:** It was agreed by all to increase expenditure under delegated powers to £1000.

8:15pm the meeting closed.