

13th May 2020

7pm Meeting opened.

Attendees: Chairperson B Sugg, Vice Chairperson M. Shepstone, Cllr. M. Beckerleg, Cllr H Cowan, Cllr R Comstive, Cllr S Snelling, Cllr J Bennett, Cllr D Mead, Cllr P Chant, Cllr T Wilkins, Cllr S Snelling, Cllr P Hodge, Clerk J. Heggarty. Public Attendance: D Cllr N Clarke, and 1 Members of the public, Apologies: Cllr G Seaton None reasons for non-attendance have been noted.

Annual Parish Council Meeting Agenda

Commenced at 7.03pm

19/633 To receive any apologies and reasons for non-attendance Cllr G Seaton

19/634 To receive any declarations of interest in items on this agenda None

19/635 Chairperson Sugg emailed her Annual report to all Councillors Prior to meeting but also addressed the meeting with the following.

As always East Coker Parish Council has had a busy and challenging year. We started the year by saying goodbye to Gill McPherson, after four years as Clerk to take up full time work. We welcomed Jude Heggarty as our new Clerk and I would like to thank her for her hard work and enthusiasm, it's a pleasure working with you. We have also welcomed three new Councillors, Richard Comstive, Tanya Wilkins and Huxley Cowen we look forward to working with you all.

Planning always takes a huge amount of Councillors time, and this year has been no exception, trying to implement our newly produced Neighborhood Plan and many applications such as Tellis Cross have been challenging with SSDC. We joined Barwick and Stoford PC with our responses to the Keyford Application which was passed by SSDC on 18th December 2019. Years of work in opposition to the application by both parishes were not taken into consideration.

Projects such as transforming the Chapel into a Visitor Centre are still very much in the fore front of our work but this has had to be put on hold due to lockdown although will be a project for the future. As with the new extension to the Pavilion, a good working group has been formed and quotes are being obtained, but not being able to meet and discuss is delaying further decisions to move forward .

Maintenance in the Parish is ongoing and our Village Ranger Karen does a great job.

We are moving the Parish into the digital world with our accounts now on Xero and because of Covid 19 holding our meetings on Zoom .

In June we held a Community and Wellbeing lunch at The Village Café which was a great success. Thank you everyone for their hard work. Community and Wellbeing has been brought to a different level with Covid 19. Zone groups have been set up with coordinators and helpers to assist people with shopping and prescriptions who are self-Isolating. A Food bank has also been organised to help those in need. Coker Corona is a Newsletter, set up by John and Sandra Snelling giving the Parish all the information needed in these difficult times. I am pleased I can finish this report on a high . East Coker Parish had a wonderful afternoon Celebrating the 75th Anniversary of VE Day on Friday 8th May. With social distancing in place, a grand tour of war time vehicles and music took place, whilst everyone sat in their front gardens and had their spirits lifted at this difficult time.

19/636 The election of Chair and Vice Chairperson was undertaken. Murray Shepstone took over meeting to ask Councillors to elect a chair for the next session. Bridget Sugg was elected unopposed once more but advised the PC the this would be her last year as Standing as Chairperson. She then took over the meeting and asked the PC to vote for a Vice Chair. Murray Shepstone was elected unopposed.

19/637 Methods of communication where discussed, and it was agreed by all Councillors that they were happy to have their email addresses shared between other Councillors and that email would be used to receive their summons. A vote was taken and all in favor.

Monthly Agenda – 13th May 2020 at 7.15pm

7.15pm Richard Comstive joined meeting. Chair updated Richard in brief what happened at the AGM.

19/638 To receive any apologies and reasons for non-attendance. D Cllr G Seaton

19/639 To receive any declarations of interest in items on this agenda. None

19/640 Minutes of the Parish Council, meeting which was held on the 11th March 2020 and the planning discussion on 2nd April 2020 were emailed prior to this meeting. All agreed that they were happy with the content that they would be signed as and when the PC can meet in person again.

19/641 District Councillors emailed her report prior to this meeting and this was shared to all Councillors.

19/642 Matters for Discussion and Resolution

1. Clerk emailed remote meeting protocol to all Councillors prior to the meeting. Paula advised that there was a word missing in section 2.1. Clerk will update this and email final version to all Councillors. A vote was taken and all agreed with its content.
2. Cllr H Cowan and his wife have very kindly offer to host the Christmas Eve Celebrations at their house as this cannot be held at the Village Café this year. Cllr Shepstone has concerns about insurance as this would be on private land, Cllr D Mead was worried about the brook, as this is not lit and has been problematic on in the past. Cllr R Comstive suggested a low-level fence around the brook or some sort of lighting. **Action:** Cllr Cowan, Cllr Sugg and Cllr Shepstone will have a socially distanced meeting to discuss this further. Cllr Comstive will investigate fencing and lighting and Clerk will contact Insurance company.
3. Clerk advised that there are a limited number of Cemetery Plots available and that there was a need to investigate the purchase of land or the possibility of using the old chapel site in the future. **Action:** Clerk will write to surrounding land owner and also investigate using old chapel site. Cllr Snelling will find out a contact the Diocese of Bath and Wells to find out where the old Chapel was situated, and where there are graves in that area and if this could be used for future burials.
4. The notice board at Wraxhill would not lock and a parishioner emailed clerk about this. The Parishioner volunteered to mend this and clerk agreed with them that was a kind offer and accepted. Thank you Mr Shayler for helping out its much appreciated.
5. Cllr Sugg advised that the person who normally does the verge cutting is unable to do it this year, but Michael Mead has kindly offered his services.

19/643 To discuss and make observations on SSDC - Planning Applications

a 15/01000/OUT Location: Keyford

1. Cllr Beckerleg reported on the Area South Meeting held on the 8th April. He advised that none of ECPC previous comments or concerns had been acted upon. There will be no changes to the Quicksilver Roundabout until 500 houses have been built.
2. Various avenues are being investigated with the intention of encouraging this application to be looked into and reviewed thoroughly by the Secretary of State.
3. Cllr B Bennett forwarded a draft letter to all Councillors from Bawick and Stoford PC prior to this meeting. Following a discussion, it was decided that East Coker would not like to be a joint signatory upon this letter.

19/639 Memorial Approvals. Approval sort for the erection of a head stone to remember Kenneth Reeve.

19/640 Village Schemes

Cllr Sugg and Cllr Snelling reported that the food bank had been a great success and the public and been exceptionally generous. They advised that any food which was left over on a Thursday was donated to the Lords Larder.

Clerk reported that the Zone help had been very well received, and will continue for the foreseeable future. She suggested that the coordinators may wish to use other helper from other Zones if they felt the need to.

Cllr Sugg thanked John and Sandra Snelling for their ongoing work on the Coker Corona which has been a huge help to the entire community. Cllr Snelling advised that she is in the process of putting together the next edition which will include VE day pictures.

19/641 To receive the Clerk's report

1. Clerk reported that the insurance renewal had arrived and would be paid this month, quote was not needed as the quote last year reflect the 3-year period.

2. Zoom subscription has been purchased for the year.

Moor Lane repairs have been undertaken. Ruts have been filled in and ditches have been cleared.

3. VE day celebration were a huge success and thank to everyone who help with the organization, took part in the Grand Tour and to everyone who made a massive effort to decorate their homes, gardens and selves. It really gave the village a very much needed lift. A very funny YouTube clip will be uploaded on the web site and also a slide show. Action: Cllr Snelling to finish Slide show and clerk to send slide show and clip for uploading on web site

4. Clerk requested that all Councillors who have yet to send her their allowance forms do this as soon as possible.

It was discussed that sadly there have been numerous sheep attacks in the village and also the removal of a very rare Oxslip plant. All Councillors agreed that there should be a country code posted uploaded on the web site and signs put around the village. Action: Clerk to make posters and distribute around the village and upload on the Web Site.

19/642 To receive correspondence from the SSDC / SCC

Clerk advise that she had received an email from Communities Right to bid, advising that the "Save the Foresters Group" application has been accepted and agreed with SSDC.

19/643 To receive and discuss Parishioner Correspondence

1. Clerk advised that there had been a request from the gardening club to look into the feasibility of Village Allotments. After discussion it was decided that due to ongoing projects and also the possibility that land would need to be purchased for burials it was not possible for the PC to purchase land for allotments. It was suggested that there are a number of elderly residences in the village with sizable gardens who would most probably be happy to have someone use their garden for growing produce. Action: Clerk to email gardening club to update them on the parish council's decision and suggest that they investigate the possibility of using individuals' gardens.

2. An email was received from the East Coker Scout Group requesting funds to go towards the hut roof repair and also informing PC they would be applying for a grant. It was felt that the PC did not want to invest any money into the hut at this time. Due to the plans for the Pavilion Modernisation. Cllr Shepstone said that he felt that there is most defiantly conversation to be had with the Scouts in the coming months about options. Action: Clerk to email Scouts to advise them that PC will not be investing in any repairs at the moment but will organize a meeting as and when able to. Clerk also to request that they return the appropriate grants form.

19/644 Discuss Working Groups

1. The Pavilion Modernisation: Cllr Chant advised quotes have now been obtained but a face to face meeting is really needed to move project on. This will take place when lock down is lifted.

2. The Chapel: Nothing to report

3. Future Finance: Clerk advise a projects account had been opened and asked how much ECPC wished her to transfer it was decided that £20,00.00 would be transfer along with any 106 monies which have been paid. **Action:** Clerk to transfer moneys

19/645 Group Representative Reports

Village Hall – Cllr M Shepstone had nothing to report

Alms Houses – Chairman B. Sugg had nothing to report

Primary School – Cllr. R Comstive reported that he was waiting on an response to the email he sent to the headteacher.

19/646 To discuss and identify Highways Issues and resolve. Clerk reported that she was still chasing SCC for jetting at Higher Burton but had received an email telling her that it needs to be risk assessed again due to Covid 19. She also reported that Nicola and Mark Keating were investigating delay.

19/647 To discuss and identify items for the Village Ranger Cllr Sugg advised that the ranger was now back working in the village and trying very hard to get the lanes back under control.

19/648 To discuss and resolve the following topics;

Resolution sought to exclude the public (*Non Parish Council Members*)

19/649 Agenda items for the next meeting, Wednesday 10th June 2020.

Roles and Responsibilities and Cemetery Maintenance.

19/650 Finance

To approve the following items of expenditure and those paid under delegated powers.

Description	Amount Inc VAT
Previous Balance	£55,053.61
Funds as of 30th April 2020	£114,137.14
Paid Out in April	
Zoom Membership	£143.88
£23.98	
V E Day Celebration Decorations	£62.66
Stationary and Sundries	£242.32
£37.55	
Clair's Cleaning	£180.00
Corona Virus protective gloves & Masks	£85.53
K M Dike	£1,389.11
£231.52	
Dag Design	£75.00
CCM Electricals	£660.00
£110.00	
Clerk	£764.27
Total	£3,602.77
£403.05	
Incomings in April	
Precept	£55,955.00
106 payment	£5,988.00
Pre School	£471.65
Sundries	£51.99
Cemetery	£219.66
Total	£62,686.30
April invoices awaiting payment	
VAT	
Clerk wage, office, phone and equipment purchase	£737.49
Zurich Insurance	£1,149.41
Turner Engineering (Ditching)	£336.00
£56.00	
K M Dike	£461.13
£76.86	
EDF Energy (4/3/20-4/5/20)	£232.64
£11.08	
Claire's Cleaning	£45.00
Total	£2,961.67
Balance Carried Forward	£111,175.47

Balance in Projects Account

£10.00

Please note above finances are subject to change due to invoice arrival times.

Minutes were emailed to all Councillors and agreed as a true account. They will be signed when ECPC are able to meet again in person.