



Cannington Parish Council

You are summoned to the Parish Council meeting of Cannington Parish Council at **7.00pm on Tuesday 10th September 2024 in Cannington Village Hall**

MINUTES DRAFT

01/09/24 Declaration of Members' Interests

There were no declarations of members' interests.

Public Session

Items discussed included:

- The inconsiderate parking on the pavement opposite the shops in the High St is a safety issue and is causing much frustration and inconvenience to pedestrians (including less abled people, people with pushchairs, mobility vehicles) and other road users. See minute 6/9/24/1.
- The Speed Indicator Device appears to be outdated and in need of replacement. The Parish Council will review the system and consider the options to replace it.

Council Session

Present:

Parish Councillors: John Addison, Colin Allen, Mike Andison, Michael Featherstone, Jack Popham

Chair: Ian Dyer

County Cllr: Mike Caswell

Clerk: Aly Prowse

Members of the Public: 2

02/09/24 Apologies for Absence

Apologies for absence were received from Cllrs Carole Taylor, Steve Pettitt, Shaun Ryall and SC Cllr Brian Bolt.

03/09/24 Minutes of Meeting held on 9th July 2024

The minutes of the meeting held on 9 July 2024 were approved.

04/09/24 Matters Arising

There were no matters arising from the previous minutes not covered by separate agenda item.

05/09/24 Planning matters

New Planning

The following applications fell outside the meeting dates and were advertised on the notice boards and website

1. **13/24/00015** – Change of use of agricultural building to mixed use (28 self-storage units and farm shop) at Little Clayhill Farm, Charlynch Lane. **Supported**
2. **13/24/00016** – Proposed installation of an air source heat pump and associated works at Cannington Court. **Supported**
3. **13/24/00017** – Listed building consent as above. **Supported**
4. **13/24/00018** – Erection of single storey extension at Herdwick Barn, Blackmore Lane. **Supported. Permission granted**

Planning decided

1. **13/24/00006** – Application for Non-Material amendment to planning application 13/20/00008 at Ashdown Barns, Blackmore Lane. **Permission refused**
2. **13/24/00011** – Erection of new porch, covered walkway, pergola with additional extensive internal and external alterations and partial demolition at Lower Rodway Farm, 37 Rodway. **Permission granted**
3. **13/24/00012** – Listed building consent for above. **Permission granted**
4. **13/24/00013** – Change of use from agricultural livestock building to commercial use to include offices, light industrial and storage unit(s) at Withiel Farm. **Permission granted**

13/23/00032 – Brymore Way

The Somerset Council Case Officer advised that this application went to the Quality Review Panel and received feedback from independent design, conservation and highway specialists. As a result, the applicant is updating the information and once submitted, the application will be re-advertised for comments.

06/09/24 Reports (as applicable)

1. Highways and Parking Issues
 - Equipment for public footpath clearing – the strimmer has been purchased for use by Cllr Ryall who has been appropriately trained.
 - Parking issues opposite Spar shop – the parish council is doing all it can to address this problem. It has contacted all the relevant agencies for assistance and action, putting pressure on parking enforcement to visit more frequently to ticket vehicles. Included in the Highways Traffic Management Scheme planned work list is the installation of additional bollards on the pavement. This will happen, but sensibly, only once the Kings Head garage is knocked down; pressure is also being put on Punch Tavern to accelerate this work. Other suggestions included placing printed notes on vehicles and encroaching on college land behind the gates (this has previously been suggested and rejected).
 - 20 MPH scheme installation delays – the Highways Service Manager advised that due to a change of contractor, delivery now likely to be towards the latter part of 2024.
2. Speed Indicator Device – due to holidays, the device will remain in the High St for a further ten days before being moved to Main Rd.

3. Defibrillators
 - The Brook Street defibrillator lease has been renewed.
 - We have adopted the High St defibrillator, taking on the responsibility and management.
4. Village Maintenance
 - Dog bins – It was agreed to purchase a new and larger dog bin for Chads Hill and to install a new one off the eastern roundabout, near the flood relief scheme.
 - The bus shelter and adjacent bench in Brook Street have been painted.
 - Southbrook - It was unanimously agreed to erect new wooden posts to enhance the 'roundabout' grassed area as proposed by Cllr Andison and seconded by Cllr Featherstone.
5. NHP – We have received an action plan for the remaining requirements to complete the NHP and the reassurance that our recently appointed SC liaison officer will make the Plan a priority on her return from annual leave 25.9.24. To add some urgency and focus our planning group will meet to work through the outstanding requirements. Currently the referendum is planned to be held in May 2025 with approval of the NHP in June 2025.
6. Otters Brook
 - The request for the gate leading to the Parish Council owned grass area to be locked has been refused as insufficient justification and the need for access.
 - Cllr Addison reported that taller stakes are required for the trees and the stakes need to be removed from the trees planted by SDC.
7. Northbrook – The trees still require re-staking. Cllr Addison will source the stakes and ties and will liaise with college colleagues and students to get the works done for here and Otters Brook above.
8. A productive meeting was held by the sub-group on 13.8.24 to discuss the Emergency Plan and its requirements for the parish. It is anticipated that the completed Plan will be issued within the February 2025 Target.
9. The Play Area has been subject to recent vandalism. The item of equipment that is beyond repair will be replaced and paid for by the parish council. This was unanimously agreed as proposed by Cllr Andison and seconded by Cllr Addison. Due to a lack of funding within Somerset Council, it was agreed in principle that the parish council will take on the cost and responsibility to maintain the play area, with the exception of the safety inspections which will be managed by Somerset County independent assessors. Cllr Dyer will discuss the arrangements with the SC Grounds Operation Manager, reporting back to councillors to agree the proposed arrangements.

07/09/24 Capital/CIM fund projects

1. Footbridge between Otters Brook and the play area
 - Due to delays in progressing this work, a revised quote was received increasing the cost by 6.3% from £21970 to £23360. The increase was unanimously agreed, as proposed by Cllr Addison, seconded by Cllr Andison. The contractor will be notified, requesting work commence as soon as possible.
 - Councillors considered that as the suggestion for the bridge was instigated and agreed by the Parks and Open Spaces Officer at SDC, further permission from Somerset Council is not required.
2. Pump track – work will commence on 12.9.24 with an estimated construction time of 4 weeks. Once the work is complete, it is planned to relocate the old scout hut.
3. Northbrook Garages
 - Cllr Dyer advised that the sale of the garages from Somerset Council to the parish council will take place within the next 12 months. 16 garages will be demolished and 3 will remain. There are some legalities to formalise. Cllr Allen suggested the local residents are advised of the plans so they understand that once the garages are removed, parking will not be permitted on the grassed area.
 - EDF funding is still available for this project

08/09/24 Financial Matters

1. **The Payments** - The following payments were approved for payment. Cllr Allen queried the cost of the Brymore Way grass cutting as he felt the cost should be borne by EDF. It was noted that this work is only carried out once per annum.

Name of Payee	Description of cheque	Cheque	Amount
Additional payments made since the last meeting: -			
Cannington Village Hall	Hire of Parish Community Room (£230.00) and Council monthly meeting (£20.00) August 2024	S/O	£250.00
Heart Internet	Exchange mailbox August 2024	DD	£12.00
BT	Phone & broadband services August 2024	DD	£66.60
HMRC	PAYE April to June 2024	Tfer	£824.57
David Howe	Painting bus shelter gates	Tfer	£247.93
A W Taylor	Replace emergency light in pavilion	Tfer	£59.25
Greenslades Grounds Maintenance	Grounds maintenance for June	Tfer	£1,871.10
P Phillips & Sons	Tarmac path in Otters Brook	Tfer	£6952.80
SALC	Planning training	Tfer	£60.00
Bridgwater Mowers	Stihl motor and strimmer	Tfer	£524.00
Aly Prowse	Clerk's Salary (July)	Tfer	£452.07
Tina Gardener	Clerk's Salary (July)	Tfer	£962.57
Grandfield & Son	Paint, stain and brushes	Tfer	£105.30
Steve Bull	Grounds maintenance for Jul, plus additional cutting and weed spraying	Tfer	£1,420.00
David Howe	13 x watering for July	Tfer	£916.03
A W Taylor	Smoke detector in Pavilion	Tfer	£15.00
Shaun Ryall	Telescopic lopper	Tfer	£25.58
R T Signs	Signs for Allotments and Community Orchard	Tfer	£86.74
EDF	Electricity supply to pavilion Feb – July	Tfer	£513.56
Greenslades	Grounds Maintenance for July	Tfer	£1,871.10
Ian Dyer	Wood stain	Tfer	£13.20
EDF	Electricity supply Jubilee Gardens April – August	Tfer	£168.55
Cannington in Bloom	Grant – front garden competition	Tfer	£250.00
Otterhampton Parish Council	High Street Defibrillator – Lease renewal	Tfer	£1,267.00

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Heart Internet	Exchange mailbox September 2024	DD	£12.00
BT	Phone & Broadband services – September	DD	£66.60
Aly Prowse	Clerk's Salary (August)	Tfer	£452.07
Tina Gardener	Clerk's Salary (August)	Tfer	£962.57
Steve Bull	Grounds maintenance	Tfer	£720.00
The following payments are due:			
Somerset Playing Fields Association	Annual subscription renewal	Tfer	£15.00
Grandfield and Son	Hammerite paint for (misc. village works)	Tfer	£41.98
EDF	Electricity supply to pavilion 1 – 31 Aug 2024	Tfer	£82.66
Greenslades Ground Maintenance	Brymore Way grass cutting	Tfer	£8064.00
David Howe	Watering tubs and barrier baskets 1 – 31 August 2024	Tfer	£840.00

2. **The Accounts for July and August 2024** were previously circulated to all councillors and agreed as a true record. The balance as at 28 August was £379697.05 including reserves of £318689.97
3. **The Budget Statement for August 2024** had previously been circulated to all councillors.
4. **DM Payroll Services** – councillors approved the new annual contract and the price increase of £24, to £216.

09/09/24 Review of Risk Register

The review of the risk register will be undertaken by Cllrs Dyer and Addison.

10/09/24 Correspondence and matters to discuss

1. Cannington Flower Show – It was agreed that the residual funds will be held in the parish council 'earmarked reserve' account until such times they may be required.
2. Advertising for Clerks' replacement – An advert will be prepared for widespread advertisement at the end of October/beginning of November to include flexible working (not Mondays, re office opening on BH) for 22-25 hours per week at a salary commensurate with skills and experience. There will be an overlap period to teach the deputy clerk's work first, before learning the main clerk's job. The leaving date for the main clerk is the end of May 2025.
3. Enhanced Highway Maintenance pilot and volunteer training – Cllrs are not interested in participating in this scheme due to the excellent work undertaken by the Community Payback Team (CBT). Cllr Allen requested the CBT cut the hedge in Otters Brook (behind 45a Brook St.)

County Cllr Caswell left the meeting at 8.00pm

11/09/24 Posts of Responsibility – reports where applicable

- a. Allotments – Deputy Clerk. Currently, there are two available allotments.
- b. Brook – Cllr Ian Dyer
 - Brook clearance – 3 contractors declined to tender for this work, whilst one contractor tendered to undertake this work within the required timescale (subject to access considerations) on a daily rate to include machinery hire. It is anticipated the work can be done in one day. It was unanimously agreed to proceed on this basis.
 - Fallen trees in brook behind Southbrook Close – this work is ongoing by Cllr Popham
- c. Bus Partnership – Cllr Jack Popham – nothing to report
- d. Cannington in Bloom – Clerk and Cllr Steve Pettitt. Cllr Dyer advised he will be attending the National Award Ceremony to take place in Manchester during October.
- e. Cemetery – Deputy Clerk and Cllrs Ian Dyer and Mike Andison – Cllr Dyer advised the low wall of the cemetery (principally behind the ashes area) requires re-pointing. A quote will be requested on a 'price per metre' basis to determine how much work we can afford at this time. Cllr Dyer and the Deputy Clerk to assess the requirement so a specification can be prepared.
- f. College – Chairman Ian Dyer.
 - Overhanging trees in Folly Close – Cllr Addison reported that this work is ongoing
- g. Jubilee Gardens – Cllr John Addison
 - The Christmas lights will be erected on 30.11.24, followed by formally lighting up on 7.12.24. Cllr Dyer will try and obtain the relevant equipment. It was agreed that after the event when the poles are removed, Cllr Popham will use them for an event and then store them until the following year.
 - Cllr Andison asked Cllrs for approval to erect Christmas lights on some of the trees as he did last year, and/or additionally, he could do the same on the trees in the other half of Jubilee Gardens. Cllrs agreed he could do this to a maximum budget of £200 as proposed by Cllr Addison and seconded by Cllr Popham.
- h. Playing fields/amenities – Cllrs Jack Popham and Lisa Evans
 - Football season started 1st September 2024. There are two teams on a Sunday morning and subject to confirmation, another on a Sunday afternoon. It would be helpful for Cllrs to have the fixtures for all teams.
 - Cllr Andison asked if the 'all weather playing surface' in front of the pavilion (previously agreed) could now go ahead. It was agreed to obtain prices so that installation can be undertaken in the spring once the pump track work was complete.
- i. Village Hall – Cllr Mike Andison – nothing to report
- j. Youth – Cllr Lisa Evans – nothing to report

12/09/24 Matters of Report

1. Dowsborough LCN to be held on 11th September 2024 – Cllr Dyer said Ann Shilton (LCN Chair) would like to meet with us. He will try and arrange a date.
2. EDF Community Forum to be held on 19th September 2024 (Cllr Featherstone will attend as Cllr Ryall is on holiday)
3. Hinkley Point SSG to be held on 20th October 2024.

13/09/24 Items for the next meeting

No items were suggested for the next meeting.

14/09/24 Date and Time of next meeting

The next Parish Council meeting will be held at 7.00pm on Tuesday 8th October 2024

The meeting closed at 8.25pm

Signed..... Dated.....