

Sampford Brett Parish Council Meeting

Wednesday 2nd September 2020

Minutes of the Sampford Brett Parish Council Meeting that took place on Wednesday 2nd September 2020 at 6.30pm. Due to Covid-19 and following changes to government rules during this period of lockdown, the meeting was held via video conferencing.

Parish Councillors Present: J Swan (Chairman), M Blazey, N Brodrick (Vice Chairman), D Brooks and S Miles

In Attendance: District Councillor L Whetlor, two Members of the Public and Mrs T-A Biss (Clerk and Responsible Financial Officer)

6:30pm - PRIOR TO THE START OF THE MEETING:

- **Question and comments from members of the public**

No questions or comments had been received from members of the public.

- **Request to address the Parish Council from members of the public**

A written request had been received from the Applicant of Planning Application 3/28/20/010 to address the Council regards Item 8.

- **Reports from County & District Councillors**

The Chairman welcomed District Cllr Whetlor and received apologies from District Cllr Aldridge and thanked him for his report and the enquiry regarding the flood relief infrastructure for Sampford Brett village. Cllr Aldridge confirmed his contact details as <http://councillor4wwsb.com>.

Resolution:

To follow-up Cllr Aldridge's enquiry regarding the flood relief infrastructure for Sampford Brett.

- **Reports from Avon & Somerset Police**

The Chairman read the report received from PCSO 9308 Sue Marks, highlighting the following information:

- Incidents of speeding vehicles and Road Traffic Collisions (RTC) have risen over the past month. The Public can send any evidence of RTC or dangerous driving captured on dash cam footage to Avon and Somerset via <https://www.avonandsomerset.police.uk/report/accident-on-the-road/#/>
- Also, any suspicious vehicles in or around the village can be reported via the website. Please provide the make, model and registration if possible and where the vehicle was located when making the report.

The Chairman thanked all who had contributed and for their time in preparing reports. The meeting was then formally opened.

1. TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN (LGA 1972 s85 (1))

None.

Note: After the meeting had commenced, apologies received from Cllr Bernie Doyle due to work commitments.

2. DECLARATIONS OF INTERESTS

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

Cllrs Swan, Blazey and Brooks declared an interest due to being friends of the Applicant of planning application 3/28/20/010. The Chairman then clarified that the Parish Council's Code of Conduct Item 14 would therefore be followed for Item 8.

3. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 29th July 2020 (LGA 1972 sch 12, para 41(1))

Resolution:

The minutes of the Meeting of Sampford Brett Parish Council held on 29th July 2020 were approved as being a true and accurate record and signed as such.

4. ACTIONS FROM THE PREVIOUS MEETING

4.1 Page 449 Item 4.1 – Location of Rake for removal of Stream debris

Cllr Blazey confirmed the rake had not been moved however a new site has been located at Clowder Cottage.

4.2 Page 449 Item 4.2 – Waterproof Storage Boxes

The Parish has identified the Storage Boxes required and will purchased asap.

Resolution:

Clerk to purchase Storage Boxes

4.3 Page 449 Item 4.3 - Somerset Waste Partnership (SWP) – the Parish has been made aware that the collection dates shown on the SWP website appear to be incorrect for Manor Farm Lane. The Clerk forwarded the information to SWP who responded:

Apologies for the conflicting information regarding our online calendar and the inconvenience this has caused. We are aware of the issue and we are working hard to get this rectified. I can confirm collections for refuse are fortnightly with Friday 11th September being their next collection and recycling is weekly. Their next collection is due on Saturday the 5th September due to the bank holiday. Kind regards Somerset Waste Partnership

5. ANNOUNCEMENTS FROM THE CHAIR

None however, the Chairman commented that although the Council has received information from Somerset County Council and Somerset West and Taunton Council, details of consultation opportunities on the unitary proposal for Somerset was less than expected.

6. FINANCIAL REPORT & SCHEDULE OF PAYMENT

6.1 Financial Report as of 27th August 2020

INCOME			
	Brought Forward	£4,984	<i>Net Banked Balance as 31st March 2020</i>
	Precept - Received 15 April 2020	£3,100	<i>AGAR Section 2 (2)</i>
	Donation 17 June 2020	£100	
		£8,184	
EXPENDITURE			
	Staff	£799	<i>AGAR Section 2 (4)</i>
	Other	£1,255	<i>AGAR Section 2 (6)</i>
		£2,054	
INCOME MINUS EXPENDITURE		£6,130	<i>Net Banked Balance as 27th August 2020</i>
BANK RECONCILIATION			
		£6,361	<i>Actual bank balance</i>
	Less any un-presented cheques	£231	<i>Cheque No. 351</i>
	Less: Petty cash float (if applicable)	£0	
	Add: any un-banked cash	£0	
	Net Banked Balance	£6,131	<i>AGAR Section 2 (1)</i>

6.2 Expenditure Category Breakdown

Category	Actual	Budget	Remaining	Comments
Election Expenses	£100.00	£0.00	-£100.00	<i>May 2019 Election Expenses c/f from 2019-2020</i>
Emergency Provision	£0.00	£250.00	£250.00	<i>Replace defibrillator pads (£35); Grit/Salt Purchase</i>
Grants	£0.00	£200.00	£200.00	
Hall Hire	£0.00	£88.00	£88.00	
Insurance	£288.50	£300.00	£11.50	
Internal Audit	£25.00	£25.00	£0.00	
Maintenance of Assets	£128.81	£100.00	-£28.81	<i>Telephone Kiosk, Bus Shelter & Defibrillator</i>
Membership	£80.30	£85.00	£4.70	<i>SALC & NALC Membership</i>
Misc	£30.50	£0.00	-£30.50	
Office Equipment	£0.00	£300.00	£300.00	<i>Laptop & Printer for Clerk</i>
Service Agreements	£576.48	£538.00	-£38.48	<i>Website & Dog Waste Bin</i>
Staff Wages	£799.21	£1,500.00	£700.79	
Training	£25.00	£250.00	£225.00	<i>Councillors & Clerk - average £30/40 each</i>
TOTAL	£2,053.80	£3,636.00	£1,582.0	
VAT	£126.99	(included in "Actual" Total)		

6.3 Internet Banking – application for ~~mandatory~~ mandate change to allow Councillors to grant “approval” of payment online with the requirement of two signatories is complete.

6.3 Internet Banking - a mandate variation is required for the Clerk to hold “Delegate Full Access User” as currently only has view access.

Resolution:

That a mandate variation is requested for the Clerk to hold “Delegate Full Access User”.

6.4 Internet Banking - request for a bank card was discussed.

Resolution:

That the Clerk request a bank card for the Parish Council.

Resolution:

That the Council Financial Regulations are reviewed to incorporate Internet Banking. Clerk to prepare update and circulate to Councillors for approval at next regular meeting of the Parish Council due on Wednesday 2nd December 2020.

7. PLANNING PERMISSION APPLICATION: 3/28/20/009 VARIATION OF CONDITIONS (OF THE APPROVED APPEAL 3/28/17/006) OF THE APPROVED PLANS TO INCREASE FLOOR AREA BY 16SQM WITH ALTERATIONS TO INTERNAL LAYOUT AND EXTERNAL APPEARANCE, HIGHER THORNES FARM, WEACOMBE ROAD, WEST QUANTOXHEAD, TA4 4ED

Resolution:

It was resolved that the Parish Council had no objection to this planning application.

8. PLANNING PERMISSION APPLICATION: 3/28/20/010 ERECTION OF DETACHED BUILDING TO PROVIDE ANCILLARY ACCOMMODATION, MEMOIRS, BRETT CLOSE, SAMPFORD BRETT, TAUNTON, TA4 4JZ

The Applicant formally requested (and was permitted by the Chairman), to address the Parish Council, giving details of the planning application.

Resolution:

It was resolved that the Parish Council had no objection to this planning application.

9. UPDATE ON SOMERSET WEST & TAUNTON PLANNING APPLICATIONS

8.1 Refer to Appendix A

9. SOMERSET COUNTY COUNCIL - SCHEDULE REQUEST FOR VERGE CUTTING AT GRID REFERENCE ST 08762 40143

The Clerk informed the meeting that clarification has been sought twice from Somerset County Council Highways for a schedule regarding verge cutting along the stream running through Sampford Brett at Grid Reference ST 08762 40143, refer to Appendix B. The Clerk is awaiting response.

The Clerk has however responded to Highways request to check the four salt bins for currently levels of salt. Three are full and one is over $\frac{3}{4}$ full.

Resolution:

That the Clerk to continue to contact Somerset County Council Highways for the schedule for verge cutting along the stream running through Sampford Brett at Grid Reference ST 08762 40143 (Point C).

11. PUBLIC RIGHTS OF WAY UPDATE

Again, Cllr Brodrick confirmed that the tree which is leaning across 'church path' near the junction to Aller Farm/Tower Hill junction on path WL/20/4 has been resolved although the fallen tree remains across the footpath. The damaged stile has been reported.

THE NEXT MEETING OF THE COUNCIL

The next Regular Parish Meeting of the Council will take place on Wednesday 2nd December 2020 at 6.30pm.

The Chairman thanked all those in attendance and the meeting closed at 7:10pm.

Chairman's Signature: DJ Swan

Date: 11th November 2020

Appendix A

SAMPFORD BRETT PARISH PLANNING APPLICATIONS 2020

Reference No.	Application Type	Description	Address	Status	Validated	Expiry Date	Decided	Applicant	Comment	Ref No.	Date Sent	Minutes
ABD/28/20/002	PA CoU of agri buil. to dwellinghouse	Prior approval for change of use of agricultural building to 1 No. dwelling house (Class C3) and for associated operational development	Cloverfields Barn, Lower Weacombe, TA4 4ED	Withdrawn by Applicant	26-May-20	21-Jul-20	21-Jul-20	Ms T & Mr O Sear and Keen	No Comment	JS/tab/P20210007	15-Jun-20	Procedure for Review of Planning Applications page 2 point 6
ABD/28/20/001	PA CoU of agri buil. to dwellinghouse	Prior approval for change of use of agricultural building to 1 No. dwelling house (Class C3) and for associated operational development	Thomas Farm, Weacombe Road, West Quantoxhead	Prior Permission Required and Given	27-Jan-20	23-Mar-20	24-Mar-20	Mr & Mrs White	No Objection Clarification	JS/tab/200001 JS/tab/200004	20-Feb-20 09-Mar-20	Page 424, Item 3.1
3/28/20/010	Full Planning Permission	Erection of detached building to provide ancillary accommodation	Memoirs, Brett Close, Sampford Brett, Taunton, TA4 4JZ	Registered	11-Aug-20	06-Oct-20		Mr Andrew Busby				
3/28/20/009	Variation of conditions	Variation of Conditions (of the approved appeal 3/28/17/006) of the approved plans to increase floor area by 165sqm with alterations to internal layout and external appearance	Higher Thomas Farm, Weacombe Road, West Quantoxhead, TA4 4ED	Registered	07-Aug-20	02-Oct-20		Mr K Bosley				
3/28/20/008	Full Planning Permission	Sub division of dwelling into 3 No. separate living units comprising 1 No. one bedroom, 1 No. two bedroom and 1 No. three bedroom dwelling with associated garden spaces, parking areas and domestic storage	School House, Main Road, Sampford Brett, TA4 4LG	Registered	03-Jul-20	28-Aug-20		Ms I Simmonite	No Objection	JS/tab/P20008	31-Jul-20	Page 451, Item 7
3/28/20/006	Variation of Conditions	Variation of Condition No. 02 (approved plans) of application 3/28/18/004	Manor Farm, Manor Farm Lane, Sampford Brett, TA4 4JU	Conditional Approval	06-Mar-20	01-May-20	15-May-20	Mr & Mrs G & V Kennett	No Objection	JS/tab/200005	27-Mar-20	Procedure for Review of Planning Applications page 2 point 66
3/28/20/005LB	Listed Building Consent	Replacement of approved glazed roof to standard pitched, standing seam, zinc clad roof	Manor Farm, Manor Farm Lane, Sampford Brett, TA4 4JU	Conditional Approval	05-Mar-20	30-Apr-20	13-May-20	Mr & Mrs G & V Kennett				
3/28/20/004	Non Material Amendment	Non-material amendment to application 3/28/18/004 to replace the multi faceted glazed roof with a zinc clad pitched roof	Manor Farm, Manor Farm Lane, Sampford Brett, TA4 4JU	Withdrawn by Applicant	28-Feb-20	27-Mar-20	24-Mar-20	Mr & Mrs G & V Kennett				
3/28/20/003	Full Planning Permission	Replacement of detached garage with the erection of a single storey extension to be used as garage	Manor Farm, Manor Farm Lane, Sampford Brett, TA4 4JU	Conditional Approval	04-Mar-20	29-Apr-20	24-Apr-20	Mrs F Chandler	No Objection	JS/tab/200006	27-Mar-20	Procedure for Review of Planning Applications page 2 point 6
3/28/20/002	Full Planning Permission	Demolition of lean-to utility room and erection of single-storey rear extension	Orchard Leigh, Brett Close, Sampford Brett, Taunton, TA4 4JZ	Conditional Approval	06-Feb-20	02-Apr-20	23-Mar-20	Mr P Burnett	No Objection	JS/tab/200002	20-Feb-20	Page 424, Item 3.2
3/28/20/001	Full Planning Permission	Change of use of land to site five holiday pods, with associated access track and parking area	Land at Lower Thomas House, Luckes Lane, Woolston, West Quantoxhead, TA4 4LP	Conditional Approval	05-Feb-20	01-Apr-20	01-Jun-20	Mr Raines	Objection	JS/tab/200003	20-Feb-20	Page 424, Item 3.3

APPENDIX B -POINT C GRASS VERGE CUTTING

