

Sampford Brett Parish Council

THE ANNUAL MEETING

Wednesday 6th May 2020

Minutes of the Annual Meeting of Sampford Brett Parish Council that took place on Wednesday 6th May 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, M Blazey, N Brodrick, D Brooks, B Doyle and S Miles

In Attendance: Somerset West & Taunton District Councillors Aldridge and Whetlor
Mrs T-A Biss (Clerk)

1. ELECTION OF CHAIRMAN

Nominations for the role of Chairman were sought. Cllr Jan Swan was proposed by Cllr Blazey and seconded by Cllr Doyle. There being no other nominations all councillors were in favour of Cllr Swan being the Chairman of the Parish Council

Resolution:

That Cllr Jan Swan be the Chairman of Sampford Brett Parish Council for the municipal year.

1.1 Cllr Swan signed the Declaration of Acceptance of Office for the role of Chairman.

2. ELECTION OF VICE CHAIRMAN

Nominations for the role of Vice Chairman were sought. Cllr Nick Brodrick was proposed by Cllr Blazey and seconded by Cllr Doyle. There being no other nominations all councillors were in favour of Cllr Brodrick being the Vice Chairman of the Parish Council

Resolution:

That Cllr Nick Brodrick be the Vice Chairman of Sampford Brett Parish Council for the municipal year.

2.1 Cllr Brodrick signed the Declaration of Acceptance of Office for the role of Vice¹ Chairman.

3. DECLARATION OF INTEREST ON THIS AGENDA

None

4. APOLOGIES

None

5. APPROVAL OF THE MINUTES OF THE PARISH MEETING HELD ON WEDNESDAY 4TH MARCH 2020

Councillors resolved to accept the minutes as a true record of proceedings.

¹ Amended prior to Approval of Minutes reference Page 43? Item?
Sampford Brett Parish Council
Annual Meeting 6th May 2020

Resolution:

That the minutes of the Parish Council meeting held on 4th March 2020 were approved as being a true and accurate record and signed as such.

6. MATTERS ARISING

- 6.1 Page 431 Item 9.1 – Location of Rake
Cllr Blazey confirmed the rake had not been moved however a new site has been located at Clowder Cottage.
- 6.2 Page 431 Item 9.2 – Waterproof Storage Boxes
The Parish has yet to purchase these Storage Boxes.
- 6.3 Page 431 Item 10 - Consultation on the Local Plan
Parish comments have been accepted by the District Council.
- 6.4 Page 432 Item 14 – Climate Change
Cllr Swan attended the Climate Change meeting organised for Parishes within the Quantock Towers Benefice and felt that there was a wide spectrum of Parish specific issues raised.
- 6.5 Page 432 Item 15 – Telephone Kiosk Light
The “Telephone” Kiosk light has been repaired. A request has been received from a member of the public for the Parish to consider if the light could be turn off during the night. A quote has been received for the installation of a timeclock switch and clarification is being sort on the requirement for Listed Building Consent.

7. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

| | |
|---------------------------|---------------|
| West Somerset Flood Group | Cllr Blazey |
| Public Rights of Way | Cllr Brodrick |
| Neighbourhood Watch | Cllr Swan |

Resolution:

That the above-named councillors act as the Parish Council representatives to outside bodies and that representation at the Area Panel is not restricted to a specific Parish Councillor.

8. FINANCIAL REPORT

The Internal Audit for 2019/2020 is completed with an extension granted (due to covid-19) for the External Audit.

Approval requested for the payment of the following:

| | |
|--|------------------------------|
| Somerset West & Taunton uncontested Parish Election fee | £100.00 |
| Annual Parish Insurance | £288.50 |
| Internal Audit (Paid by G Yandle – reimbursement request)..... | £25.00 |
| Retirement gift for Clerk (Paid by J Swan – reimbursement request) | £30.50 |
| | <u>TOTAL: £444.00</u> |

The Clerk requested if the Councillors would consider Internet Banking.

Resolution:

That the above payments total £444.00 be made.

Resolution:

That the Parish Clerk actions the changes require for Internet Banking.

9. TO ADOPT THE EMERGENCY PLAN

The Emergency Plan had been circulated prior to the meeting. Cllr Brodrick thanked Cllr Blazey for the work and time required to produce the document. No amendments were raised, and the Chairman reminded members that the document included clearly marked confidential information.

Resolution:

That the Emergency Plan is adopted and made available on the Parish Website (excluding confidential information).

Resolution:

That the next scheduled review of the Emergency Plan is during May 2021.

10. REPORT ON THE PARISH RESPONSE TO COVID-19

Cllr Swan reported that information was circulated door-to-door on the 15th March 2020 informing residents of help available to them via the Parish Council. The support from members of the community has been very ~~possible~~ positive² with all request received dealt with. As the Parish Council has led the response it has simplified the process of accessing support from across other Agencies. Information will be continually updated on the Parish Website and Facebook page.

11. REPORT FROM AVON AND SOMERSET CONSTABULARY

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

- PS 2361 Huw Jenkins is the new Sergeant for the neighbourhood team of West Somerset Williton, Watchet, Quantocks, Minehead and Exmoor areas.
- Sgt Dan Bishop is now covering the Wellington area beat only.
- PC1200 James Calloway and PC507 Steven Woodward are two additional neighbourhood officers who will be mainly covering Minehead and Exmoor areas.
- PC 4376 Jamie Munro and PC 4971 Ben Dilworth Smith still covers Williton, Watchet and Quantock areas.
- Both Sue Thompson and Sue Marks cover Williton, Watchet and Quantock areas.
- PCSO's Linda Brooks and Katherine Williams, from Minehead and PC James Calloway are giving regular updates to what has been occurring within the area, on Facebook.
- There are still reports of scam's, through telephone calls and online **please never give your bank details to anyone**. Never send photos online, especially people you do not know; this is usually on dating sites when you do not know whom or where they live. You may be talking to someone who is trying to befriend you via these sites and during these lockdown times, there

² Amended prior to Approval of Minutes reference Page 43? Item?

are many lonely people just needing someone to talk with. Most of the time these people are not who you believe they are.

- Lastly remember during this lockdown and the bank holiday weekend coming up, we still need to be staying safe no visiting friends or family, no nonessential travelling. No large gatherings of more than two people unless they are family members living in the same house.
- Staying six feet away from other persons when out exercising.

12. SOMERSET WEST & TAUNTON PLANNING APPLICATIONS UPDATE

Refer to Appendix A

13. PUBLIC RIGHTS OF WAY UPDATE

Cllr Brodrick reported that path W11/20/3 had been cleared by members of the Parish and asked that a letter of thanks be sent to Mr and Mrs Day for their efforts. Cllr Swan reported a tree leaning across 'church path' near the junction to Aller Farm / Tower Hill junction. Cllr Brodrick to investigate.

Resolution:

That the Parish Clerk sends a letter of thanks to Mr & Mrs Day

14. THE NEXT MEETING OF THE COUNCIL

The next Parish Meeting of the Council will take place on Wednesday 3rd June 2020 at 6.30pm.

The Chairman thanked all those in attendance and the meeting closed at 7:34pm.

Chairman's Signature: DJ Swan

Date: 3rd June 2020

Websites available for further information:

| | |
|--|---|
| NHS | nhs.uk/coronavirus |
| River and Seal Levels | https://flood-warning-information.service.gov.uk/river-and-sea-levels |
| Sign Up to Flood Warning | https://www.gov.uk/sign-up-for-flood-warnings? |
| Somerset County Council Public Rights of Way | www.somerset.gov.uk/waste-planning-and-land/public-rights-of-way/ |
| Somerset West & Taunton Council | www.somersetwestandtaunton.gov.uk/ |
| West Somerset Flood Group | www.westsomersetflood.org.uk |

Appendix A

SAMPFORD BRETT PARISH PLANNING APPLICATIONS 2020

| Reference No. | Application Type | Description | Address | Status | Validated | Expiry Date | Decided | Applicant | Comment | Ref No. | Date |
|---------------|---------------------------------------|---|---|-------------------------------------|-----------|-------------|-----------|------------------------|----------------------------|------------------------------|------------------------|
| 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 Thornes House, Luckes Lane, Woolston, West Quantoxhead, TA4 4LP | Awaiting decision | 05-Feb-20 | 01-Apr-20 | | Mr Raines | Objection | JS/tab/20003 | 20-Feb-20 |
| 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/20002 | 20-Feb-20 |
| 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/20006 | 27-Mar-20 |
| 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 | | | |
| 3/28/20/005LB | 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 | Registered | 05-Mar-20 | 30-Apr-20 | | Mr & Mrs G & V Kennett | | | |
| 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 | Registered | 06-Mar-20 | 01-May-20 | | Mr & Mrs G & V Kennett | No Objection | JS/tab/20005 | 27-Mar-20 |
| 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 | Thornes 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/20001 JS/tab/20004 | 20-Feb-20 09-Mar-20 |