

**MINUTES OF ANNUAL PARISH MEETING
held on Thursday, 10th May 2018 @ 7.30pm
in the Village Hall**

**Curry
Rivel
Parish
Council** 
Above the levels

PRESENT:- Cllrs Madelaine King-Oakley (Chairman), Andy Anderson, Robert Atkins, Paul Deacon, Peter Goodenough, Tony Greenaway, Tiffany Osborne and Derek Yeomans.

395). ELECTION OF CHAIRMAN

Cllr Madelaine King-Oakley said that as the present Chairman she would start the proceedings and the first item was the election of the Chairman. It was not necessary for anyone to be nominated, councillors should raise a hand if they were interested in becoming Chair and a vote would then be taken. Cllr Andy Anderson indicated his interest. There being no other candidates, a vote was taken and it was unanimously agreed that Cllr Andy Anderson be duly elected as Chairman. A Declaration of Acceptance of Office was signed and Cllr Andy Anderson said that he was very pleased to take on the role of Chairman. His first task was to thank Cllr Madelaine King-Oakley for her excellent Chairmanship during the period that she has held office. There have been many tasks during her tenure which I think you will agree she has handled very well.

396). ELECTION OF VICE-CHAIRMAN

Cllr Andy Anderson asked if there was anyone willing to stand as Vice-Chairman. Cllr Paul Deacon indicated his interest and Cllr Andy Anderson proposed that he be duly elected as Vice-Chairman. This was unanimously agreed and he signed the Declaration of Acceptance of Office.

397). DECLARATIONS OF INTEREST

There were no declarations of interest.

398). APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Mike Cousins and County Cllr Clare Aparicio Paul.

399). MINUTES OF THE MEETING HELD ON THE 5TH APRIL 2018

On the proposition of Cllr Madelaine King-Oakley, seconded by Cllr Robert Atkins, the Minutes were approved. Cllr Paul Deacon was not present at this meeting and did not take part in the vote.

400). MATTERS ARISING NOT ON THE AGENDA

a). The Barrier at Parsonage Place

The Clerk advised that she had received a reply from the Yarlinton Housing Group confirming that our enquiry had been forwarded to their Executive Directors who will allocate to the appropriate service manager and a full response would be sent within the next 14 days.

b). The Local Government Boundary Commission for England – May 2018

A document containing the final recommendations on the new electoral arrangements for South Somerset District Council had been received through the post which indicated that Curry Rivel would be combined with Huish and Langport and would become a two-member Ward. Cllr Derek Yeomans said he had an email copy of the document which he would forward to the Clerk so that it could be forwarded to the councillors.

- c). **Commemorative Medal for the school children in respect of the Royal Wedding**
The Clerk had received a communication asking if the Parish Council would be interesting in purchasing commemorative medals for the Royal Wedding to present to the school children. Following discussion, it was unanimously agreed that we did not wish to purchase commemorative medals.
- d). **Curry Rivel Live**
Cllr Paul Deacon said Curry Rivel Live will take place in June and cars will be parked again in Eastfield. It will be necessary for him to get the grass cut down one side where the cars park and put a low-key barrier up which he thinks will cost about £135. Cllr Derek Yeomans asked if there were any rare plants there. Cllr Paul Deacon said there are a number of scarce plants there but, they are not categorised as rare. Cllr Derek Yeomans asked how much area was going to be dedicated for parking the cars. Cllr Paul Deacon said that it works out at the length of the field by about 4 metres in from the hedge. Cllr Derek Yeomans proposed that we implement the parking arrangements as described by Cllr Paul Deacon. This was seconded by Cllr Madelaine King-Oakley. Cllr Robert Atkins enquired whether this was a cost for the Parish Council or one for the function which makes a profit. Cllr Paul Deacon said that it was up to the Parish Council to decide whether we invoice Curry Rivel Live. Cllr Madelaine King-Oakley said that Simon Champion was willing to give us some money for a charity that we nominated; which was the defibrillator. We could deduct the cost of £135 from this money and donate the balance to the defibrillator. She felt that we could log the work carried out almost as an asset so that it keeps the profile with us. Cllr Andy Anderson asked whether he also assisted the Village Hall. Cllr Madelaine King-Oakley, speaking as a representative of the Village Hall, said that the Village Hall would be doing all the food and last year they had raised £1,100 for the hall. This year there will be no other food available so there is the possibility for us to make much more money. Cllr Tony Greenaway pointed out that the money from the programme sales this year will go towards the defibrillator.

Going back to the original proposal made by Cllr Derek Yeomans that the Parish Council pays the sum of £135 for the work to be carried out. This was seconded by Cllr Paul Deacon and unanimously agreed.

- e). **Dog & Litter Bin**
Cllr Tony Greenaway said that it had been agreed to put this item on tonight's Agenda for further discussion. There needs to be another dog and litter bin where Dyers Road meets Currywoods Way. The idea was supported last year but, it did not happen. Cllr Madelaine King-Oakley asked Cllr Paul Deacon how much it cost to empty the bin for a year and he advised he did not have this information with him but, it was several hundred pounds per bin. Cllr Madelaine King-Oakley would carry on with the dog bins. She still had the outstanding email for Post Office Lane. She would locate it tonight and also ask about the second dog and litter bin. We should bear in mind there is a cost now for every bin that we add. A decision would be made at the next meeting.
- f). **Village Signs and Britain in Bloom**
Cllr Paul Deacon said that we were going to do something about the gateway signs into the village. At the last meeting he had been asked to get a price to replace the two posts at the Langport end of the village. They are £120 per pair plus £150 to fit them. Cllr Peter Goodenough said that we had started discussing this two years ago and there was a plan to buy new signs with the new logo on them. This seems to have stalled somewhere along the line. We need an action point and decide if we are going to take it forward and if so, who is taking it forward. Cllr Paul Deacon said that he had made some enquiries and four signs would cost approximately £1,000 plus £230 to change the posts. Cllr Andy Anderson asked whether we had budgeted for that this year. It was thought that we had not and Cllr Madelaine King-Oakley pointed out that we would require County Council approval. Cllr Peter Goodenough said that we had got to the point when we had discussed this and there was a deadline with Highways to say yes or no to them last year. Cllr Derek Yeomans was of the opinion that we would not get a quick response from County Highways. Cllr Tiffany Osborne said that we were considering signs where neat plastic plates could be added. Cllr Peter Goodenough said that for

Curry Rivel in Bloom were going to make good displays under the signs which is always seen as a major plus. Planning permission would probably have been required but, we could not meet the deadline.

Cllr Madelaine King-Oakley had attended the Curry Rivel in Bloom meeting held last night and their view at the moment is that they are thinking of putting underneath the signs some old troughs to reflect farming in the village. They have obtained one and are looking at others. To do this they would have to obtain a licence which would cost money. Cllr Andy Anderson asked for a volunteer to take this forward and consult with Curry Rivel in Bloom in order to investigate what needs to be done. Cllrs Madelaine King-Oakley and Paul Deacon would take on the task and establish the County Highways requirements. Cllr Derek Yeomans said that we need to do this straight away because of the time factor where the officers are concerned. Cllr Andy Anderson felt that there was not sufficient time for this year.

401). **CONFIRMATION OF REPRESENTATIVES TO THE FOLLOWING BODIES:-**

a). **Curry Rivel Village Hall Management Committee**

Cllr Madelaine King-Oakley would continue to represent the Parish Council on the Village Hall Management Committee.

b). **Curry Rivel Combine Charities**

Following discussion, it was agreed that the Clerk should make contact to establish the exact situation.

c). **Curry Rivel in Bloom**

Cllr Madelaine King-Oakley would continue to represent the Parish Council on CRiB.

d). **Community Website**

Cllr Tony Greenaway would could to represent the Parish Council on the Community Website.

e). **Heale Lane Allotments Association**

Cllr Robert Atkins would continue to represent the Parish Council on the Heale Lane Allotment Association.

f). **Parish Footpath Liaison Officer**

Cllr Paul Deacon would continue to represent the Parish Council as the Parish Footpaths Liaison Officer.

g). **Curry Rivel Primary School**

Cllr Paul Deacon would represent the Parish Council.

Adjournment to Allow Public Comment

The Co-ordinator of Curry Rivel Speedwatch said he would like to add his thanks to Cllr Madelaine King-Oakley for the work she had carried out during her term of office as Chairman. He said that he had noticed from the Minutes of the last meeting that the problems of parking and speeding had been discussed. That was part of a list that he had submitted and he would like the remaining items on the list to be discussed as soon as it was practicable. He asked whether the list had been circulated to the councillors and was advised that it had not. Cllr Andy Anderson would ensure that it was circulated to the councillors. He would get back to the Co-ordinator and let him know who is going to take those questions forward. It was likely to be himself.

A resident said that he had raised his concerns at the last meeting about developments in Curry Rivel. He was disturbed that the Abattoir was looking for more people for expansion and this would be an excellent opportunity for employment. Because we have more development they could look to the Abattoir for work. He felt that as Langport has been developed so strongly that there would be a

lot of people that would be looking to go there. His main concern was that it was difficult to understand why Curry Rivel is being targeted. Cllr Andy Anderson did not think that we were particularly being targeted. It is a consultation that has gone out to the Somerset farmers and it is not just Curry Rivel. There are separate parameters within that, such as shops, schools, churches, public houses, restaurants etc., and we fall into that category. The resident understood there could be another one hundred houses. Where are people going to work in Curry Rivel? Cllr Andy Anderson said that we have responded to the Consultation as requested and have put forward ideas for micro businesses within the village, etc. Cllr Andy Anderson said he did not think it could be drawn on speculation at the present time. The houses that are going up behind you have the necessary planning permission and anything else beyond that we have to wait and see what the proposals are. When those proposals come in we will look at them and having made the necessary assessment will forward our recommendation to a higher chain. Cllr Derek Yeomans said that if we refuse an officer's recommendation for approval of a major site that tips it into the ten mark. Our capacity to decide these things independently at the Area Committee or even in the Council, regulations will be taken away from us. There is a very strong presumption now that any major application will probably end up, if contentious, with the Regulation Committee to be processed. Cllr Andy Anderson said we were all aware of the housing shortage in the UK. From that prospective, going forward with a Parish Plan and maybe developing that later on into a Neighbourhood Plan that might give us a little more influence on the decisions that are made. It might also give us more influence over incentives for the village.

The previous co-ordinator of Neighbourhood Watch enquired whether it was being revived. If this was the case, he would like to pass on the balance of £63.86 which he had been sitting on for some years. Cllr Madelaine King-Oakley said that she had approached several people but, there was no-one keen to take it on at the present time. It was suggested that a cheque for this sum could be sent to the Clerk who would acknowledge receipt.

402). **PLANNING REPORT**

a). **APPLICATION RECEIVED**

18/01120/FUL

The replacement of 7 No. windows on front elevation. Flats 1-6 Railway Hotel, Westover, Langport.

Cllr Andy Anderson said that due to the fact that the Annual Parish Meeting was held a week later than our usual meeting, the time to submit our comments had reduced to a couple of days. He and Cllr Mike Cousins had examined the application and recommended that they had no objections. Through the Chair, a decision had been emailed to the Planning Department advising that the Parish Council had no objections to raise in respect of this planning application. Cllr Andy Anderson said that having read Standing Orders again he had ascertained that for planning applications that required an immediate decision within two to three days, we could convene an extra-ordinary meeting with a minimum quorum of three councillors to make that decision.

b). **APPLICATIONS APPROVED WITH CONDITIONS**

No. 18/00414/REM

The erection of an agricultural workers dwelling (Reserved Matters). Red Hill Farm, Curry Rivel, Langport

No. 18/00623

Reserved Matters application for the erection of a detached dwellinghouse and carport. Land adjoining Garland House, Townsend, Curry Rivel, Langport.

No. 18/00681

The erection of a single storey side extension at ground floor level and replacement of first floor glazing enclosure at front. Domus, Churchway, Curry Rivel, Langport.

403). **FINANCE REPORT**

a). **Accounts for payment**

The following accounts were approved for payment on the proposition of Cllr Derek Yeomans, seconded by Cllr. Robert Atkins.

EDF Energy – Car Park Lighting	£ 61.29 incl vat.
Gordon Harwood – Work to the Dug-Out at Westfield	£190.00
Non-Domestic Rates – The Clubhouse, Westfield	£225.60
Non.-Domestic Rates – Cemetery	£367.33
Clerk’s Wages – Month 1	£333.60

b). **Draft Statement of Accounts – 1st April 2017 – 31st March 2018**

The Clerk had prepared the following draft Statement of Accounts for the year ended 31st March 2018 which had been presented at the Annual Parish Assembly on the 26th April. Copies had been emailed to the councillors.

**CURRY RIVEL PARISH COUNCIL
DRAFT STATEMENT FROM 1ST APRIL 2017 TO 31ST MARCH 2018**

INCOME		£	EXPENDITURE		£
Precept	£	29,000.00	Clerk's Wages	£	3,978.80
Burial Fees	£	647.00	Clerk's PAYE	£	177.60
Allotment Rent	£	60.00	Clerk's Expenses April 16 to March 17	£	917.87
Display Screen advert	£	50.00	Chalmers & Co (SW) Ltd Internal Auditor	£	340.00
Bank Interest	£	5.95	Grant Thornton - External Auditor	£	200.00
Donation re Britain in Bloom	£	100.00	Taunton Deane Handyman & Grass Cutting	£	7,979.59
Making a difference locally Ltd - donation	£	200.00	SSDC Maintenance Work	£	677.13
Play Area Equipment Claim	£	19,566.00	SALC Affiliation Fee	£	585.78
HMRC - VAT Refund	£	4,516.02	Electricity - Car Park	£	243.88
SSDC Imprest A/c	£	676.00	Curry Rivel Live	£	25.00
S/C charge refund	£	3.25	Insurance Premium	£	1,717.91
Curry Rivel in Bloom	£	440.64	Changing Room Electricity	£	124.16
Play Area Equipment Grant - duplicated	£	19,548.00	Curry Rivel Village Hall Rent	£	229.00
Defibrillator Course proceeds	£	85.00	Community Website	£	303.00
			Display Screen in the Village Hall	£	916.00
			Installation of Display Screen in Village Hall	£	100.00
			Water Rates - Changing Rooms	£	76.06
			General Rates - Cemetery	£	331.75
			General Rates - Changing Rooms	£	219.02
			Grant Aid	£	4,075.00
			Britain in Bloom	£	2,432.63
			Overhead Barrier	£	3,600.00
			Waste Bin	£	350.26
			Bank Voucher Fees	£	13.00
			Defibrillator	£	1,140.00
			British Legion - Wreath	£	17.00
			Westfield & Eastfield Signs	£	636.00
			Notice Board	£	794.00
			Old Oak Farm - work at Eastfield & Westfield	£	1,200.00
			Ensign Flags	£	100.69
			Tree Pruning at St. Andrew's Church	£	120.00
			Padlock & keys for Westfield	£	64.32
			2 galvanized steel angles for sign in Car Park	£	76.64
			Play Equipment at Westfield	£	24,455.50
			7-Bar Yard Gate installed at Westfield	£	159.94
			Repair work to Dug-Out at Westfield	£	370.00
			SSDC Annual Maintenance	£	6,920.21
			Supply and fit handrails at the War Memorial	£	350.00
			Supply 2 fence panels path leading to Car Park	£	521.84
			Acoustic studio foam panel fitted to slide	£	77.62
			ACM Sign Panel artwork	£	165.00

		Dog mess penalty sign Westfield	£	59.95	
		SLCC subscription	£	93.00	
		Tree lights for Christmas Tree	£	67.68	
		Repayment of duplicated Play Area equipment grant	£	19,548.00	
Expenditure over Income	£	21,357.03	VAT	£	9,704.06
	£	96,254.89		£	96,254.89
Bank balances					
Current Account	£	1,359.28			
Capital Reserve Account	£	15,714.48			
	£	17,073.76			
Opening Balance	£	38,430.79	Expenditure	£	96,254.89
Income	£	74,897.86	Closing Balance	£	17,073.76
	£	113,328.65		£	113,328.65

The Clerk was now preparing the year end accounts for submission to the Internal Auditor and the External Auditor. The External Auditor has been newly appointed and might be slightly more complicated than previously. She had contacted the Internal Auditor in Langport and had sent them a copy of the seventeen-page document received from the External Auditor to give them time to go through it. The External Auditor requires the accounts by the 11th June.

The Clerk had been advised that there were important changes to the way the Parish Councils make their VAT126 claims. A new reference number has been issued and details of how to do this can be found on the website.

The Clerk drew attention to the fact that the balance on the Capital Reserve Account stood at £15,714.48 which was considerably down on the balance held last year and would be a more acceptable balance to carry forward.

404). **THE YEAR AHEAD**

Cllr Madelaine King-Oakley's assistance had been requested in outlining the proposals for next year and quickly going through each month. She said that as the year goes through we do various things like discuss and approve the purchase of a wreath, discuss the Christmas tree, etc. If we could approve these things in one go people could write emails to get these things organised.

Next May there would be the Parish Council elections. Cllr Peter Goodenough suggested that as we had the first election in sixteen years four years ago, we make the public in Curry Rivel aware that anyone can stand next year and explain on the Website and in the Curry Rivel News how it works. It is a four-year period and at the end of that we all stand down and we can be re-elected or not. We obviously need to have more people than here, otherwise there would not be an election. It is important that there is a real election every four years. Cllr Andy Anderson agreed that we should start the process now using the Curry Rivel News and the Website, etc. There are also quite a few good leaflets that we could put on the Website.

January – under the Precept we should allow about £1,500 to £2,000 for the cost of the election.

September – we normally place an order for a wreath for Remembrance Day which costs about £15.

September – discuss or review the cemetery costs and the future of the cemetery. Cllr Peter Goodenough said that we could compulsorily purchase land to extend the cemetery if required.

September we should decide about whether to have a Christmas tree and where it should be positioned. The location of the tree last year had been a disaster.

November – a member of the Parish Council lays the wreath and attends the Church Service. Cllr Andy Anderson asked if anyone would like to volunteer to lay the wreath.

December/January – Advertise the Christmas tree re-cycling available at Westfield

405). **GDPR COMPLIANCE - update**

Cllr Derek Yeomans said that the course he had done had three modules each about 22 pages long. Each comprising large sections of the Act itself. The first one is controllers and operators and how they must control your information. What rights you have withdrawing it or having it deleted. There is a quiz and the end of each module that you have to pass with a score of at least 8 out of 10. They are not easy and it is very hard to keep your brain working because they are totally dull, boring and very mundane. Some of the questions were heavily loaded.

Cllr Tiffany Osborne said the public have more rights concerning the data that we hold for them. They can ask us to change anything that is wrong and ask to see it at any time, which can be emails or written notes.

Cllr Andy Anderson said that there is an obligation on the Parish Council to protect the data of individuals to ensure that it is not used in the public domain by anybody else other than the council. Emails were a good example. Where emails are sent out to mass email addresses, it has to be blank cc so that you are protecting the other recipients who hold that information. Anybody can also request that their information be deleted. So, if they are on mailing list for example, they have the right to ask to be deleted from it. We have to ensure that we comply with the new regulations which come into force on the 25th May. The Clerk should receive a form of consent from the parish councillors in order for her to conduct her business. Cllr Robert Atkins said that it was necessary for us to have a DPO because we are a public body. The DPO cannot be the Clerk or the Chairman. It is possible to share a DPO because it was suggested that a Company could provide a series of councils for a fee of about £100 a year to conduct all the details. Perhaps this was something we should give further consideration to

406). **WESTFIELD/EASTFIELD**

Cllr Paul Deacon advised that the work on the Dug-Out had now been completed. The parking for Curry Rivel Live will be sorted out. Eastfield Meadow looks good and we do not have to cut the grass around the path anymore because the foot-fall is such that it is maintaining its own path. It is obviously walked a lot.

407). **REVIEW OF THE FOLLOWING DOCUMENTS**

a). **Financial Regulations, Standing Orders and Code of Conduct**

Cllr Andy Anderson said that he had looked at these documents and had noted a number of discrepancies. He quoted the following example from Standing Orders. *“A motion to add or to vary or revoke one or more of the councils standing orders, except one that incorporates mandatory statutory requirements, shall be proposed by a special motion, the written notice by at least (2) councillors to be given to the Proper Officer in accordance with standing order 8 above.”* Standing Order No. 8 refers to motions that do not require written notice. There is a lot of contradiction and repetition. He would review these documents over the period prior to the next parish council meeting and propose relevant amendments. He would need another councillor to assist and he suggested that it should be the vice-chairman to look over his work and second his work because the written motion has to be signed by two councillors.

408). **REPORT FROM COUNTY/DISTRICT COUNCILLOR**

District Cllr Tiffany Osborne said that we had already mentioned about the new boundaries which will result in Curry Rivel combining with Langport and Huish Episcopi to become a two-member ward. She advised the members that there was the annual meeting of the Town & Parish Councils at the Edgar Hall on Tuesday, 26th June.

Cllr Derek Yeomans expressed his concern because the Chief Finance Officer of the County Council had resigned and he understood that someone has been brought in as an interim person to run the finances of the County Council. The District Councils are going through a period of transformation

which is coming to a head in July when everyone will be told whether they have a job or not and this has resulted in some dis-organisation and concern amongst the staff.

409). **REPORTS FROM COUNCILLORS**

- a). Cllr Tony Greenaway reported that the Website Banner had been found. It would appear that it had been taken into the office of the Firehouse because they did not know who to contact. It is now back on the railings. He reported that he had received about sixty-five responses so far in respect of the Parish Plan Survey and additional boxes had now been put in various locations. He had transferred the responses onto a spreadsheet. A pull-out would be included in the June issue of the Curry Rivel News in respect of the Parish Plan Survey.
- b). Cllr Madelaine King-Oakley said we need to be more discreet about our email addresses on the Website. Her present address until tonight was chairman@curryrivel.org.uk and inside it re-directs it automatically to my personal email address. She recommended, with your permission, that she sets up all the councillors as 'cllr**surname**@curryrivel.uk' and re-direct to the emails you have, rather than displaying it on the website. She would also change the new chairman's email address.

Cllr Madelaine King-Oakley said that she had spoken to Terry Mounter and where the petrol is, his parents used to have a house there. The area used by the Twinning Association used to be his granny's garden and he has made a request that the site could be named 'Granny's Garden'. She felt it could be formalised more by giving it that name in remembrance. The Clerk advised that the site was registered by the Parish Council at the same time as the War Memorial. It was also suggested that the name could be incorporated on the sash worn on the day that 'Curry Rivel in Bloom' was judged and announced on that day. Cllr Peter Goodenough suggested that we should discuss this with the Twinning Association before making a decision. Cllr Andy Anderson would write to the Twinning Association.

Cllr Madelaine King-Oakley, referring to the Christmas tree, said that it was suggested that we put concrete and a post down into the ground, so the tree could be held in place. The other suggestion that CRiB supported, was to plant a Christmas tree or tree of some sort on this site which would be more environmentally friendly. Cllr Peter Goodenough drew attention to the fact that a resident had complained that her view from her drive was obscured by all the flowers that had been planted in that area.

410). **CHAIRMAN'S REPORT**

He had nothing to report other than to thank the councillors for their confidence in him and voting him into this exciting role. He would do his best to serve them well for the next twelve months and hopefully be re-elected next year as a councillor.

411). **ITEMS FOR A FUTURE AGENDA**

- a). Village Gateway Signs
- b). Emergency Plan (an email to be sent to Cllr Andy Anderson so that he can study it before the next meeting).

CHAIRMAN _____ DATE _____