

MINUTES OF MEETING
held on Thursday, 5th JULY 2018 @ 7.30pm
in the Village Hall

**Curry
Rivel
Parish
Council** 
Above the levels

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

429). **DECLARATIONS OF INTEREST**

There were no declarations of interest.

430). **APOLOGIES FOR ABSENCE**

An apology for absence had been received from Cllr. Paul Deacon.

431). **MINUTES OF THE MEETING HELD ON THE 7th JUNE 2018**

Cllr Andy Anderson said that it had been brought to his attention that the ‘Matters Arising’ reference SSDC Consultation and Somerfield Development Consultation does not quite reflect what we discussed. He would revisit that paragraph with the Clerk in order to amend it. Notwithstanding that, could he have a proposer for acceptance of the Minutes. Cllr Madelaine King-Oakley proposed acceptance and this was seconded by Cllr Derek Yeomans. Cllrs Mike Cousins and Tony Greenaway had not been present at the meeting and abstained from the vote.

432). **MATTERS ARISING NOT ON THE AGENDA**

a). **Event organiser advice – Security for your event – Avon & Somerset Police**

An email had been received from Andrew Newland of Avon & Somerset Police regarding security, bearing in mind events that will be planned for Remembrance Sunday on the 11th November which coincides with the 100th anniversary of the end of the first world war. Cllr Andy Anderson said that as Secretary of the local British Legion he would take that for action and communicate with Andrew Newland. He questioned whether this email was genuine. He would make the necessary enquiries and then communicate with the individual.

Action – Cllr Andy Anderson

b). **The Return of Edward Pratt**

Cllr Robert Atkins said that Edward Pratt had left Curry Rivel in May three years ago to unicycle around the world and you might have read his website or seen reports in the Curry Rivel News. He is doing it to raise money for the ‘School in a Bag’ and he felt that he had been quite successful in doing that. He is due to return here at the end of this month and will be going to Chilthorne Domer, near Yeovil, where ‘School in a Bag’ is located. That will be the end of the trip and they will handle all the publicity. He did believe that, as a native of the village, perhaps we should mark the occasion in some appropriate manner. He felt that the Parish Council might consider an appropriate way to recognise his achievement.

Cllr Derek Yeomans proposed that we should recommend him for the Chairman’s Prize at the County Council. Cllr Andy Anderson asked how we should go about this and was advised that there was an email that had been received that could be returned containing a citation which should be easy to do, bearing in mind what he had achieved. Cllr Andy Anderson said he would proceed to do this.

Action – Cllr Andy Anderson

Adjournment to Allow Public Comment

Robert Crowley of Speedwatch expressed thanks to the Parish Council which works very hard on all sorts of areas but, particularly regarding the Parish Plan. He also wanted to express his thanks to County Cllr Clare Aparicio Paul and District Cllr Tiffany Osborne who work so efficiently on our behalf in various fields.

433). **HELENA BAKER TO REPORT ON THE POSSIBLE SETTING-UP OF A ‘NOT FOR PROFIT’ COMMUNITY TRANSPORT SCHEME**

She had emailed the Clerk regarding community transport in Langport and the eight surrounding villages. She wanted to speak to the Council about a Volunteer Car Sharing Scheme, with a view to later on looking at community transport. Her husband had worked for the Links until about five years ago and that carried on until September last year. She was speaking to a friend who has a ninety-year-old mother and she was having great difficulty in getting her along to clubs that were operating to keep her less isolated. She had subsequently met up with Ian McNabb in Langport and discussed what services were in place now. From that meeting she had contacted four people operating services for elderly people and one operating a service for people with disabilities. They had all indicated that there were difficulties and it would appear that there was a real need for more community transport. As a result of this, she had met with Nick at County Hall in the transport section and had a constructive meeting, pointing her in the direction of a Car Sharing Scheme initially. She was here today to advise the Parish Council that they are trying to put together a small committee, draw up a Constitution and then team-up volunteer drivers with people who are unable to use public transport. She said that in many ways we have been left out of the loop because, if you look at a lot of areas in Somerset they have very well-established community transport and car sharing schemes. She has spoken to Otter Wheels on the other side of Bridgwater. She has also spoken to Withy Links which is a community transport scheme. After speaking to them it was decided to go with a Car Sharing Scheme. What we are asking the Parish Council to do is to promote a service that is there and to get to people who require the service. We also need people willing to volunteer. It is a not for profit scheme. There is a community transport bus that comes out of Yeovil once a week with about twenty passengers on it and she understood that goes to pick up people in Long Load and two or three people from Brookland Road on a Friday. We would not be thinking of covering Long Load because it is beyond our own parishes and that would leave the few people from Brookland Road. There are only two drivers with the car sharing scheme. The sums do not add up to much more than one thousand people a year getting to community events and doctors' appointments. draft

Cllr Andy Anderson asked when she was hoping to establish this. She advised that in September when the Links small vehicles were sold off, the service went to Yeovil. Yeovil now has one mini-bus that she thought comes in once a week and most of the people on it come from Long Load. The only other operation happening since September are two volunteer drivers who are part time.

County Cllr Clare Aparicio Paul said that what Mrs Baker was trying to achieve was commendable. She thought that it was fantastic and hoped that we can try and sort out some initiatives where possible. The County is currently reviewing all of its services because when you dive down into the detail there is actually an enormous amount of transportation services out there that people do not know about. There are hospital cars, doctors' cars, there is community transport, we do actually have the Nippy system still in place, although in a different way. Some transport is publicly funded and some paid for out of our tax payers purse and some by other means. There is a whole spectrum of different transportation systems. So not to put a negative on it at all but, you probably want to try and sit down with myself or with any other Parish Chairs. We looked at this just before the Links service stopped. You can see all the other schemes which were in certain areas but, they have had a longer shot at doing it. We are now in a time where insurances will come into play in such a big way. You cannot just go and pick someone up in a car. She just wanted to give a word of caution but, please do carry on and if anyone of us to help in anyway, shape or form we will.

Cllr Derek Yeomans said when he was at County Council a long time ago we were able to get a vehicle out of Mr Notaro with disabled access and wheelchairs at the back. It was second hand and it worked alright. It was our prime vehicle for a long time. He did not want to be negative but, you will have to deal with insurance, mileage and the driver's DBS certificate. Vehicles would have to be MOT'd up to a certain standard. When you have more than nine passengers you have to have a public service vehicle licence. The trouble is going to be getting vehicles where you can accommodate wheelchairs etc.

Helena Baker said that Nick was happy for us to organise a volunteer Car Sharing Scheme which would allow us to dip our toe in the water. County Cllr Clare Aparicio Paul said that Nick would be able to advise her on exactly what is required. She understood that it was necessary to put full details on the Website, the production of a booklet, templates of the Constitution, for the vetting of drivers, the mileage and hours.

434). **PROPOSAL FOR THE PROVISION OF A GOLF CROQUET LAWN AT WESTFIELD**

Cllr Madelaine King-Oakley said that she and Cllr Peter Goodenough play at Lytes Cary Golf Croquet Club and there are at least five people in Curry Rivel who play croquet and have to travel that far. We think that the Westfield corner where the five-aside pitch was would be a very good place to have a Croquet Lawn. We would also like to bring Croquet to more people and would have open days. Before they went ahead seeking grants to purchase the equipment, which was not cheap and anything else required, they wanted people to understand what was intended for that corner of the field. They would also have the use of the container. Normally a club works on an annual subscription and the club would pay the Parish Council for various things. They hoped to introduce Golf Croquet to the village next year and this was thought to be a very good idea. Cllr Peter Goodenough said that he had some equipment we could try out.

On the proposition of Cllr Madelaine King-Oakley, seconded by Cllr Tony Greenaway, it was unanimously agreed to proceed with the provision of a Golf Croquet Lawn at Westfield.

435). **PLANNING REPORT**

a). **Application received**
18/01748/FUL

The erection of 27 dwellings with associated works. Land North of Stanchester Way, Curry Rivel, Langport, TA10 0PY

Cllr Andy Anderson said that this application had appeared on the SSDC Website on the 21st June and there had not been sufficient time to study this application and make a decision at this particular meeting. He wished to establish a sub-committee to work over the month of July to report back to our full council meeting to be held on the 2nd August, with our recommendations. He suggested that the sub-committee should meet a week from today and then perhaps a public meeting on the 19th July, followed by a further meeting prior to the full council meeting in August. He felt that this would allow us time to properly consider the proposals within that planning application. The following councillors volunteered to serve on the sub-committee:- Cllrs Andy Anderson, Mike Cousins, Peter Goodenough, Tony Greenaway and Derek Yeomans. The meeting on Thursday, 12th July to be held at the home of Cllr Andy Anderson at 7.30pm. He asked the councillors to study the planning application on line and bring their suggestions to this meeting.

b). **Application approved**
18/00596/R3C

Proposal: Application for the retention of modular building E596 on land at Curry Rivel Primary School for a further 5 years.

Location: Curry Rivel Primary School, Church Street, Curry Rivel, Langport.

436). **FINANCE REPORT**

a). **Accounts for payment**

The Clerk advised that she was submitting our claim for a refund of vat in the sum of £10,306.02. The procedure had been amended and we have a new reference number.

The following accounts were approved for payment on the proposition of Cllr Derek Yeomans, seconded by Cllr Tiffany Osborne:-

Somerset Association of Local Councils – SALC Training	£ 30.00
Then Media – Hosting Media Screen	£727.20 incl. vat
Max von Tyszka – Mowing Eastfield	£ 80.00
Curry Rivel Village Hall Rent - 5 th April to 7 th June	£ 80.00
Clerk's Wages – Month 3	£333.60
Clerk's Expenses 1 st April 2017 to 31 st March 2018	£778.60
Somerset Association of Local Councils – Affiliation Fee	£598.45

b). **Income & Expenditure for the year todate**

The Clerk had prepared a spreadsheet which showed the breakdown of expenditure allocated in the Precept for the year against which a breakdown of purchases against each item up to the 7th June was shown. The last column showed the balance remaining against each item. She would prepare a list each month showing the current situation so that the members were aware of the balances available. It would also show the current balances held in the Current and Deposit Bank Accounts.

437). **COUNCIL'S ASSETS MARKED AT £1 – UPDATE**

a). The Clerk had provided the members with a list showing the assets marked at £1. Where known, the date that they had become assets had been indicated and, in some instances, went back to the early 1900's. Over the years, the accountants had said to put them in at this figure because it would be difficult to value them. Cllr Peter Goodenough asked for the War Memorial and Village Green to be added to the list of assets but, not at the value of £1. The Clerk advised that she registered the War Memorial at the same time as the small area of land adjacent to the Shell Garage. Everything that had been purchased since she had become Clerk was included in the detailed list. The BMX Track had been removed from Westfield and the value of £4,565.95 taken off of the Assets List.

Cllr Tony Greenaway questioned whether the Community Website was an asset. The consensus was that it was not, apart from the domain name, which was a resource.

438). a). **EMERGENCY PLAN REVIEW**

Cllr Andy Anderson said that he had looked at the Curry Rivel Emergency Plan and that in 2004 it became a requirement to establish a statutory framework of the rules and responsibilities of local respondents. He had looked through this plan and none of it had rung any bells with him. He did not think that we have an Emergency Response Team which is locally known as the Emergency Management Team. Cllr Peter Goodenough said it commenced in 2011 and was finalised in 2012 when it was made available to everyone in the village with details of the Management Team at that time. Cllr Andy Anderson said that it also said that it would appear on the Website but, it does not.

Cllr Andy Anderson asked the members for their views on the Emergency Plan. Cllr Peter Goodenough said that when the Civil Emergency Plan was drawn up back in 2012, it met with enormous opposition from some people. He had done it because there was a very active person in Long Sutton running an extremely good group. He had advised us and we eventually got to the end of it but, it had been a very tortuous experience. A question was raised as to whether we need an Emergency Plan and Cllr. Peter Goodenough said that we definitely need one if it can be done in such a way that does not antagonise individuals.

Cllr Andy Anderson said that if it was felt that there was a requirement for an Emergency Plan and we needed to carry it forward, he was prepared to work with another councillor to do this over a period of time. Cllr Robert Atkins indicated that he would be willing to work with Cllr Andy Anderson.

Action: Cllrs Andy Anderson and Robert Atkins

b). RISK ASSESSMENT REGISTER REVIEW

Cllr Andy Anderson said that the current Risk Assessment Register was a discussion document which had been written by Cllr Robert Atkins in August 2015. He did not think it had been taken forward in any shape or form. Again, it was something that we needed to consider because we do have public liability responsibilities. We need to ensure that everything is properly risk assessed. It is also a requirement in the Standing Orders for the Risk Assessment to be reviewed each year. He would be happy to work with Cllr Robert Atkins to bring forward a proposal in the near future.

Action: Cllrs Andy Anderson and Robert Atkins

c). FINANCIAL REGULATIONS

Cllr Andy Anderson said that he had reviewed the Financial Regulations. He had sent them to Cllr Paul Deacon, the Vice-Chairman and their responses had been sent to the Clerk. The Clerk has come back with some comments which he would discuss with Cllr Paul Deacon. He proposed to present the updated Financial Regulations at the next meeting for approval.

Action: Cllrs Andy Anderson and Paul Deacon

439). **GDPR – update - Cllr Andy Anderson to report**

GDPR comes into effect on the 29th May and there are a couple of obligations on the Parish Council with regard to Privacy Policies etc. Cllr Andy Anderson had drafted from a model Privacy Policy document that NALC has put out for the councillors (as staff) and the Clerk as a paid employee. For role holders such as Cllr Robert Atkins who is joining Parish Clerk Committee, etc. That is one separate privacy notice and the reason it is separate is because there are other obligations in there. If we employ people, which we may be doing in future, we need to do DBS checks as they are known now. We will ask for that information and data which the Clerk will be responsible for holding and safeguarding.

There is another Privacy Policy for residents. We own the boundary fence leading from the High Street to the Car Park, so we have a number of communications between the land owner adjacent to the boundary fence. This is something that we need to make sure we safeguard and whenever we are corresponding with people within the village about Parish Council matters, we need to make sure we safeguard that data.

On other aspect that we need to cover is the Curry Rivel Website because it essentially belongs to the Parish Council. We have an obligation to make sure that the Privacy Policy is updated for that.

Cllr Andy Anderson has been doing some work with Cllr Tony Greenaway and he has kindly published and provided a copy of the Community Website Privacy Policy. Cllr Andy Anderson said that, as it had not been possible to send this information to the councillors in advance of this meeting, it was his intention to send out copies of the three Privacy Policies to the members on completion of this meeting. He would ask the members to read the three documents and send him any comments they wished to make. If you have no comments to make, please email him accordingly. Once everyone has responded and if there are no major contentions whatsoever he would go ahead and publish the privacy policies on the appropriate Websites. From the councillors and employee's view he did not think it was necessary to publish that on the Website because that is something we can give to new councillors when elected to the council or employed by the council. Our data controller will be the Clerk and her contact details will be on the bottom of each of the Parish Council

Privacy Notices. Cllr Tony Greenaway said he would take the responses of the councillors into consideration when preparing the documents.

Action – Cllrs Andy Anderson and Tony Greenaway

- 440). **PURCHASE OF ADDITIONAL DOG/LITTER BINS – Cllr Madelaine King-Oakley to report**
Cllr Madelaine King-Oakley wished to propose the installation of two new litter bins. One near the entrance to Post Office Lane and one at the junction of Dyers road and Currywoods Way. The cost to purchase and install each bin would be £294.92 plus vat and the current fortnightly cost for emptying the bins would be £86.10. This figure would be increased to £154.00 in the 2019 budget. A weekly collection currently cost £172.20 and this would increase to £308 in the 2019 budget. Although she was making the proposal, bearing in mind the number of litter bins already in existence, consideration could be given to re-locating some of them rather than purchasing additional bins. Cllr Derek Yeomans felt that it was a scandal spending money unnecessarily and people should be encouraged to pick up their dog mess and take it home.

A discussion followed, during which the additional cost involved was questioned and that consideration should be given to re-locating some of the existing bins to more appropriate sites. Cllr Andy Anderson said that he would speak to Cllr Paul Deacon concerning this item. Cllr Madelaine King-Oakley would look into putting notices on the litter bins advising that dog waste can also be accommodated

Action: Cllrs Andy Anderson, Paul Deacon and Madelaine King-Oakley

- 441). **VILLAGE GATEWAY SIGNS and CRiB DISPLAYS - Report on County Highways requirements. – Cllr Madelaine King-Oakley to report.**

Cllr Madelaine King-Oakley said that she had received a letter from County Highways saying they were too busy to talk to her because of the staff shortages. She had now received an email asking her for details and measurements of what we want in front of the signs to accommodate the planting. She would forward the necessary details and measurements.

Action: Cllr Madelaine King-Oakley

- 442). **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

- a). A written report from District Cllr Derek Yeomans had been forwarded to the councillors.
- b). District Cllr Tiffany Osborne said that a few people would be meeting at SSDC on the 10th July at 2pm, to kick-start a possible Parish Plan/Neighbourhood Plan meeting with a couple of people; one from a Consultancy Agency. Advice would also be available on the Spatial Strategy required for a Neighbourhood Plan. Cllr Andy Anderson and Cllr Robert Atkins would be in attendance.
- c). County Cllr Clare Aparicio Paul advised that the Library Consultation had now finished and all the information is being collated. She would keep us informed. She referred to the Private Member's Bill from David Warburton, MP regarding the Somerset Rivers Authority. They had written to Michael Gove and anyone else that could lend some weight. It was hoped to see this Private Member's Bill passed. The re-surfacing of the roads was underway, weather permitting. She has also put in a request concerning the possibility of railings outside the War Memorial. Cllr Madelaine King-Oakley said that photographs had been taken which showed that two people cannot walk side by side in that area and it was agreed that these would be very useful in presenting our case.

- 443). **CHAIRMAN'S REPORT**

Cllr Andy Anderson said that it had proved to be a very busy month so far. The Curry Rivel Twinning Association have agreed to the re-naming of the area of land adjacent to the Shell Garage as 'Granny's Garden'. The water pipe has been installed by the War Memorial. There is still a question mark over the plans regarding the water pipe because he thought that Wessex Water had to say whether they were interested in paying for the work as we wanted to install a water fountain.

Members were reminded that the Village Fete would be held on the Village Green this week-end. There would a stall for the Parish Plan.

He had a meeting with a youth worker who is currently a teaching assistant at Huish Episcopi Academy. She is looking to re-start the Youth Club in Curry Rivel. He had also spoken to a lady who works for the County Council on youth and community support and we will have a meeting along with Cllr Madelaine King-Oakley this week. She is busy now putting a plan together which she will put forward to the next Parish Council meeting in August.

He had attended the Area North meeting and they had discussed the Transformation and the connecting of Devon & Somerset. The best presentation given was about Waste Re-Cycling now and in the future. He had put forward a question concerning retrospective planning permission and had suggested that anyone that asks for retrospective planning permission should be charged triple. This would encourage people to seek planning permission prior to and not after the event.

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

- a). Formation of a Youth Club in Curry Rivel
- b). Annual Play Ground Inspection
- c). Monthly inspection of Play Equipment by South Somerset District Council.
- d). Purchase of second Defibrillator – donations received todate – Cllr Tony Greenaway to report

CHAIRMAN _____ DATE _____