

**MINUTES
WITHAM FRIARY PARISH COUNCIL MEETING
HELD ON THURSDAY 10 AUGUST 2017 AT 7.30 P.M. IN THE VILLAGE HALL**

Present	Roy Featherstone (Chairman)	RF
Present	Colin Horstmann	CH
	Will Sheppard	WS
	Richard Nickless	RN
In attendance	Anthea Brooks, Clerk	AB
	Cllr Dick Skidmore (part meeting)	DS
	1 member of the public – Beth Horstmann	

ACTIONS

1 EMERGENCY EVACUATION PROCEDURES

1.1 Emergency exits and procedures were explained

2 APOLOGIES FOR ABSENCE

2.1 Apologies were received from Fred Nicholls (FN) and Gregory Stevens (GS)

3 PUBLIC ACCESS

3.1 DS gave a brief update on activities within Mendip DC.

3.2 **Hartsmead Drain** – this still remains an issue. The Clerk will once again request that work is carried out on this.

Clerk

3.3 **Churchyard Grass cutting** - this had been reviewed and it was agreed that no further action was required

4 DECLARATIONS OF INTEREST AND DISPENSATIONS AND REQUESTS FOR RECORDING

4.1 There were no declarations of interest. It was noted that the meeting could be recorded if requested.

5 MINUTES OF THE MEETING HELD ON 6 JULY 2017

5.1 The minutes of the meeting held on 6 July 2017 were agreed as a correct record and signed by the Chairman

6 MATTERS ARISING FROM THE MINUTES OF 6 JULY 2017

6.1 **Emergency Number list (including Witham Water)/Emergency Plan** – RF is preparing an emergency plan and will distribute for discussion at a future meeting.

RF

6.2 **Bus Service (6.5)** – RN will review possible use of the bus at Gare Hill if this was added to the route.

RN

Chairman

Date

Minutes 10.08.17

- 6.3 **Budget (6.6)** – following discussions on possible grants to the village hall the budget will be redrafted and distributed **Clerk**
- 6.4 **Newsletter (6.10)** RF still hoping to find someone who might help with the compilation of a village newsletter. **RF**
- 6.5 **Playpatch Chippings (6.11)** – RF will discuss with Beth Horstmann. **RF**
- 6.6 **Recreation Field – All Weather Service (11.1)** – RN awaiting quotes. **RN**
- 6.7 **Dog Bin (9.1)** – it was agreed to go ahead and purchase a replacement dog bin and also contact the Landscape Group about the provision of a wheelie bin for the Playpatch. **Clerk**
- 6.8 Agricultural Traffic through the village (12.1)**
- 6.8.1 It was agreed to redraft the letter which the Clerk had provided and send to local farmers asking them for the name of their contractors. It was also agreed to put something on the Facebook page asking for information from parishioners on any problems they had encountered. **Clerk**
- 6.8.2 It was agreed to involve the local PCSO and the Clerk will contact her with a view to arranging a meeting with RN/RF **Clerk**
- 6.9 **Asset Register (11.1)** – it was agreed that the wicket covers should be added to the list. The Clerk will update for approval at the next meeting. **Clerk**
- 6.10 **Witham Water (15.6)** – it was agreed that the Clerk should write to Dave Barnett to thank him for the work he does and for reconnecting the water supply during the recent failure. **Clerk**
- 6.11 **Playpatch – Slide – (19.2)** it was agreed that WS would sell the old slide which he still has in storage. **WS**
- 6.12 **Policy Review** - the Clerk reported that the Financial Regulations, Standing Orders and Code of Conduct will need to be approved at a meeting in the autumn. **Clerk**
- 6.13 **Walk Around the Village (22.3)** – RF suggested a walk to identify areas which need attention. RF will try and arrange a date for this.

7 PLANNING

- 7.1 There were no new applications to discuss

8 FINANCE

- 8.1 **Financial Statement** - The financial statement at 10.08.17 was agreed and signed.
- 8.2 **Deposit Account** – the Clerk suggested that a better interest rate could be obtained by transferring these funds to an NS&I account. It was proposed by CH, seconded by RF and agreed unanimously that the Clerk should investigate this. **Clerk**
- 8.3 **BACS** – the Clerk was asked to look into setting up online banking for the Council. **Clerk**
- 8.4 **Request for funding for the refurbishment of Witham church organ** – RF reported that he had spoken to the Churchwarden and funds are required to refurbish the church organ which is in dire need of repair. This cost is likely to be up to £10k. It was agreed to ask George Pritchard to attend a meeting to put a case forward for the Parish Council to grant funds towards this. This will take place at the October meeting. **RF**
- 8.5 **Joint Meeting** – it was agreed to make the October meeting a joint Parish Council/village organisation meeting where reports can be received regarding progress on the village hall, recreation field etc. and parishioners can inform the Parish Council of any issues they wish to raise. The Clerk will advertise this in the village magazine and also on the Facebook page. **Clerk**
- 8.6 **Purchase of new defibrillator** – RF had received information from AED Locator and reported that a replacement defibrillator would cost in the region of £1k. A free demonstration would be available. The old defibrillator would go to a good cause somewhere in Africa. It was agreed to inform Witham Vale Farmers who purchased the original defibrillator before a replacement is bought. WS will let the Clerk have an address. The Clerk will also look into possible funding for the defibrillator. **Clerk**
- 8.7 **Renewal of Insurance Cover** – the insurance renewal premium was noted. The Clerk suggested that if the Council entered into a three year agreement with the insurers the premium is reduced by 5%. The Clerk was asked to find out whether the level of premium remained the same for the whole of the three year period. **Clerk**
- 8.8 **Cheques for signature**
- Mendip Community Transport – bus subsidy – June - £50.61
 - H Crabbe & Sons – village hall repairs £5352.00
 - Mrs A Brooks – Clerk’s Salary July - £160.29

9 USE OF PLAYING FIELD/CAR PARK

9.1 Following the Extraordinary Parish Council meeting held on 21 July a letter was sent to the Chairman of Frome Town Robins with a copy to Mr R Gould. Also sent was a list of the conditions for use of the Recreation Field – a copy of this was also sent to the Cricket Club. To date no response has been received.

9.2 RF stated that he would like to obtain access to the noticeboard at the Recreation Field in order to post a notice giving details of the conditions of use. The key seems to be missing and RF stated that he would speak to the carpenter who made the noticeboard to see if he has a spare.

RF

10 PROPOSAL BY NETWORK RAIL

10.1 RF reported that Network Rail had contacted him regarding the possibility of clearing the ditches next to the cricket pitch. However they suggest that an Environmental Survey would need to be carried out which they have asked the Council to fund.

10.2 After a discussion it was agreed that RF would find out how much an Environmental Survey would cost but in the meantime WS would speak to Danny Sheppard at Grass Valet to see if he would be able to do the work. WS stated that he would haul away the waste.

RF/WS

10.3 It was agreed that the ditch clearance needs to be undertaken as soon as possible and in the light of this it was agreed to find some other work for Network Rail to undertake.

11 WITHAM WATER

11.1 Nothing to report

12 BROADBAND

12.1 CH reported that several emails had been received from parishioners who were experiencing problems in connecting to Broadband with almost everyone having a different issue. CH reported that he has put together a dossier and asked if Councillors could spread the word that anyone with problems should contact him within a couple of days after which he intends to send the information to Connecting Devon and Somerset, Open Reach and BT and will also copy in David Warburton, MP. RF will forward David Heath's detail to CH so that he can make contact to see if he has problems. DS agreed to let CH have a contact at SCC who is dealing with these issues.

CH

13 VILLAGE HALL

13.1 Nothing to report

14 BUS SERVICES

14.1 It was proposed by RN and seconded by CH, agreed unanimously to carry on funding the service until May 2018. The Clerk will contact the Clerk at Trudoxhill who has been successful in obtaining funding from the Somerset Community Fund.

Clerk

15 RECREATION FIELD AND PLAYPATCH

Playpatch

15.1 RF reported that the cargo net had been damaged on the castle structure mainly because adults have been using it. Outdoor South West have now made a robust repair which should prevent the same thing happening again. RF suggested that a notice should be put up indicating that the equipment is only to be used by children up to a certain age. An emergency contact number should also be included.

RF

15.2 Other areas in the Playpatch were discussed which need refurbishment such as the chain mail fencing and posts, the swings are in need of rubbing down, removing rust and repainting and the bolts and shackles need replacing. The two seats need replacement and there are coping stones which are coming off the wall. It was suggested that perhaps this would be a more suitable task for Network Rail and RF agreed to contact them.

RF

16 HIGHWAYS/ROW MAINTENANCE

16.1 RF reported on the lack of footpath signs near the plantation – this issue will be passed to GS.

RF/GS

17 CORRESPONDENCE

17.1 Nothing to report

18 MISCELLANEOUS AND FUTURE BUSINESS

18.1 Nothing to report

19 DATE AND TIME OF NEXT MEETING

19.1 The next meeting will take place on Thursday 14 September at 7.30 p.m.