

Keinton Mandeville Parish Council

Minutes of a meeting held on
Tuesday April 6th 2021 at 7.30 p.m. via zoom

Present: Tom Ireland TI, Trevor Ryder TR, Chris Lane CL, Chris Calcutt CC, Scott Fischer SF, Kevan McHale KM, Richard Sutton RS.

In attendance: Tony Capozzoli TC, Charlie Hull CH (District Councillors) until item 7, Dean Ruddle DR (County Councillor) from item 6, Sue Graham (Clerk) 1 member of the public.

Public session.

District Councillors

CH:

Useful to have access to list with number of people in the Parish requiring affordable housing – to inform future planning recommendations.

TC:

SSDC looking at possibility of scheme in which developers pay the deposit on new homes – and the buyer pays the mortgage. The deposit would remain attached to the property with subsequent sales so that the homes remained affordable. Questions were raised about the likelihood that mortgage providers would accept this arrangement.

TI queried with the District Councillors whether a construction management plan had been submitted for the development of 7 bungalows to the rear of Cottons House – it had not. TI noted that work had started and access from Cottons Lane was not suitable.

RS asked for an update on the phosphate issue. There was nothing to report. It was noted that the problem also impacted agricultural buildings although commercial properties and house extensions were not affected.

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| 1.0 | Apologies Receive apologies and consider acceptance of the reasons. Apologies were received and accepted from Helen Beal |
| 2.0 | Fill Parish Councillor vacancy by cooption. One application had been received and was considered. Resolved: It was proposed, seconded and unanimously agreed to co-opt Kate Ridewood to the Council. |
| 3.0 | Declarations. Receive declarations of interests. TI item 7.4 grant requests RS item 7.4 grant requests |
| 4.0 | Minutes of last meetings 2 March and 23 March 2021 Resolved: It was proposed and unanimously agreed to approve the minutes as a true and correct record of the meetings held. |
| 4.1 | Matters arising from the minutes not covered by items on this agenda. There were no matters arising. |
| 5.0 | Planning. Consider the following applications and make recommendations to the planning officer: 20/03300/FUL. Barn At Thistledown Farm, Common Lane, Keinton Mandeville. Consider Nutrient Neutrality Assessment and Mitigation Strategy document and amended site plan which removes the originally proposed wetland area because woodland planting is now proposed on the applicants' land. The plans were considered. The location and size of the proposed woodland were queried, and discussion took place as to whether this changed previous comments submitted. It was unanimously agreed that the proposed changes made no difference to the PC's previous comments. 21/00705/HOU. Proposed extension to rear of property, Castle Cottage, Castle Street, Keinton Mandeville. The clerk reported that a local resident had raised concerns as follows: <ul style="list-style-type: none"> • Access – there was not suitable access to the rear of the property. This would impact on parking and traffic, especially during the construction phase – the road was already busy and this would result in more congestion and inappropriate parking. • Size of proposed extension: This would create a 5 bedroom property which was incompatible with available parking and inadequate access. The plans were considered and comments made as follows: Parking provision is inadequate for the existing property, but noted that there were not plans to increase the number of residents / cars despite the additional bedroom Access to the building area during the construction phase would be problematic – deliveries would cause congestion on the B3153, and there could be issues with where building materials would be stored when delivered. Management of construction vehicles and building times would be required to avoid congestion and blocking pavement / neighbour's parking/ access. It was acknowledged that this was probably not a material consideration but needed to be managed during construction. |

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| | <p>Query about whether the proposed extension compromises the building line in terms of width and height (appears to be taller than existing property, with a red tiled roof as opposed to slate on the existing) Discussion established that given the perspective of the building this would probably not have a visual impact.</p> <p>Resolved: It was proposed and unanimously agreed to recommend approval with conditions that a construction management plan must be in place prior to work starting. This should restrict hours to 8am-6pm Mon- Fri and 8am-1pm on Saturdays to include conditions regarding delivery of materials to minimise congestion on the B3153 at busy times, and conditions to avoid obstructions to parking / pavements. It was noted that an adjoining property was not on the neighbour list for this application and this gave cause for concern. It was not the first time neighbour lists had been incomplete.</p> <p>21/00733/HOU Demolition of existing garage and replacement with two-storey side extension, two-storey/single-storey rear extension, new porch, repositioning of swimming pool, new pool house and detached garage. Amberley, Church Street, Keinton Mandeville. The plans were considered and comments made as follows:</p> <ul style="list-style-type: none"> • Little impact on neighbouring properties as this dwelling is situated in its own grounds • Pool house actually appears to be an annex but is not a concern - its positioning does not lend itself to use as a separate dwelling. • Disappointing that there are no renewables on the south elevation and no green energy features in the proposal <p>Resolved: It was proposed and unanimously agreed to recommend approval on the condition that the proposal must include green energy features to mitigate its impact.</p> | |
| 5.1 | <p>Determination of Planning. The following notices were received:</p> <ul style="list-style-type: none"> • 20/01609/FUL Erection of 7No. dwellings, associated access, parking and landscaping works - Land East Of Manor Park Keinton Mandeville Application Withdrawn • 20/02812/FUL Construction of orangery in association with dwelling approved under application 16/01832/REM - 12 Luns Close Keinton Mandeville. Application permitted with conditions • 20/03302/HOU Removal of existing conservatory replacing with extended kitchen/family room. Extension to garage on front elevation. Replacement windows. New Access to Highway. - Stoneleigh High Street Keinton Mandeville. Application permitted with conditions • 20/03449/HOU 2 storey extension to front elevation - Mathias House High Street Keinton Mandeville Somerton TA11 6DZ. Application permitted with conditions | |
| 5.2 | Other planning matters. There was nothing to report. | |
| 6.0 | <p>Environment Champion Update. TR provided the following update:</p> <ul style="list-style-type: none"> • Great tree giveaway: this had been a success with 950 trees being handed out in 24 hours. Many had gone to the Lakeview properties. TR wished to formally thank Becky Dale and Neil Bain who had organised it. • SWP recycle more: TR and CL would be attending a briefing on behalf of the PC • Community environment projects would be discussed at the next meeting on Wednesday 14 April. | |
| 7.0 | <p>Finance and Payments (RFO – Clerk) Resolved: It was proposed and unanimously agreed to approve the following payments: Payments Salaries March 2021 (including additional hours) The clerk noted that there were also likely to be additional hours incurred during April with the financial year end, audit work and the Annual Parish Meeting. This was noted and the clerk was encouraged to record all additional hours. NEST Pensions Direct Debit HMRC Maintenance Parish Ranger Tennis Club Grant CPRE membership - consider donation. The membership fee was agreed.</p> | <p>£353.67 £28.15 £24.80 £114.00 £173.16 £500.00 £36.00</p> |
| 7.1 | Receipts. Bank interest: £1.02 | |
| 7.2 | <p>Review of Accounts. Presentation of summary of accounts, bank reconciliation and budget to be considered, agreed, and signed by Councillors. The accounts for month 12 2020-21 were reviewed. The balance at the end of February was £39,803.12 Payments in March totalled £5,205.96 and receipts were £1.02. The balance was £34,598.18. The bank statements showed a balance of £34,623.18. There was one outstanding cheque: SALC £25.00. With this taken into account the balance was: £ 34,598.18</p> | |
| 7.3 | Audit 2020-21 | |

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| | <p>Receive correspondence from external auditor and agree and actions arising. The clerk noted that the audit notification had been received from PKF Littlejohn - appointed external auditors.</p> <p>She explained the criteria for different types of audit. In order to claim exemption from a limited assurance review an authority must meet certain specified criteria and submit an approved exemption certificate. KMPC met the exemption criteria. Resolved: It was proposed and unanimously agreed to submit an exemption certificate together with sections 1 and 2 of the audit and accountability return. Information would be published on the PC website in line with the requirements. The submission deadline for the 2020/21 reporting season would be Friday 2 July 2021, the clerk did not anticipate any problems with meeting this deadline.</p> <p>Resolved: It was proposed and unanimously agreed for Helen Hashmi to continue as the independent internal auditor with Belinda Simson to provide an informed opinion regarding proper practices within the legal framework of parish councils.</p> |
| 7.4 | <p>Grant requests. Receive grant requests.</p> <p>RS and TI declared an interest. CL took the Chair for this item.</p> <p>Keinton Mandeville School PSA. The grant request was considered in relation to the likely benefit to village residents, the grant budget and principles underpinning it - in particular that organisations had struggled to fundraise during the pandemic. Resolved: It was agreed to make a grant of £1160 towards the equipment. S137.</p> <p>Thank you letters from Village Hall, Tennis Club, PCC and Playing field committee were received</p> |
| 8.0 | <p>Highways.</p> <p>Update / Items to report</p> <p>Receive Small Highways Improvement Scheme Consultation and agree response. Discussion took place as follows:</p> <ul style="list-style-type: none"> • Scheme does not address the volume of HGVs. • The SCC freight strategy promotes discussion with haulage companies about mitigating impact on transit routes. D&L Haulage was noted as one such company from which there had been an increase in vehicles, presumably related to the use of Dimmer to a waste transfer station. • There are already dropped kerbs close to at least one of the new proposed locations for dropped kerbs • There was nothing included to address dangerous parking outside the shop – it was not clear whether this had even been acknowledged. KM would draft a letter to Highways highlighting this. <p>Resolved: It was agreed to recommend that the SIS should include provision for the pavement between the crossroads and the shop be widened. This would stop parking on the double yellow lines and also allow buggies to fit on the pavement.</p> <p>Street Lighting – update on streetlight outside the school and impact on defibrillator access. This had been raised in previous meetings as a concern; it was the only source of light for the defibrillator – there were obvious issues with trying to access the machine in the dark. Clerk to report again.</p> <p>Temporary Road Closure: ttr0427188SS – Wessex Water - Main Street, Barton St. David. This notice was received.</p> |
| 8.1 | <p>Parish Paths. Update / items to report.</p> <p>Receive email from Ramblers Association about improving public rights of way in the Parish. A number of suggestions about improvements to rights of way had been made by the Ramblers Association. Many of these were already in place. The village was also fortunate to have landowners who were proactive in allowing access over their land. It was confirmed that a new footpath map was being developed and would be available on the PC website.</p> <p>Junction of Babcary Lane and Blind Lane – maintenance. This was in a poor state, as was the top of Cottons Lane. It was agreed to get a quote for work to improve the footpath surface in these areas.</p> <p>Blind lane signpost – TI volunteered to make arrangements to have this repaired and reinstated.</p> |
| 9.0 | <p>Happy Tracks / Skatepark</p> <p>Receive quarterly inspection report. The clerk noted that there were a number of areas to monitor, in particular several pieces of the wooden equipment were starting to rot. Given the likely cost of this, a replacement plan needed to be developed in order to stagger the work.</p> |
| 10.0 | <p>Maintenance.</p> <p>Consider and agree requirements</p> <p>Quotes for Dog Bin and Litter Bin. At a previous meeting the Council had agreed to replace both the dog bin at the village hall and the litter bin at the shop with larger ones. Three quotes for each were considered. Resolved: It was proposed and unanimously agreed to order the following bins:</p> <p>Broxap: maelor-trafflex litter bin180-litre.</p> <p>Earth Anchors HGN 66 dog waste bin</p> |
| 11.0 | <p>Pre-school provision – consider and agree any actions arising.</p> |

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| | <p>KM noted that with email discussions taking place between members on this subject it would be useful to clarify the potential for the PC to provide a facility that could be used for a pre school. If the PC established an 'in principle' position it would be better placed to act quickly in the event that planning application 20/03613/FUL (with associated pre school building) was rejected. It was possible that a need for a pre school in the village would feature in future planning applications as evidence for policy SS11.</p> <p>Initial discussion with SALC had established that the PC could borrow money to fund a community building that could be used as a preschool. If this was something that the PC decided to pursue it would be necessary to conduct a needs assessment to establish exactly what the need was and whether this would be provided by pre school provision. Consideration of suitable providers, impact on other businesses, and financing loan repayments would need to take place.</p> <p>Discussion took place about the need to consider the school's position and significant work that had already taken place, about how existing s106 funding allocated to pre school provision could be used (TI would chase an update on this), and about the most appropriate type of building. Reservations about appearing to pursue this without the school's involvement were expressed. After much discussion it was agreed to wait for the outcome of 20/03613/FUL and if this application was refused to discuss again in conjunction with the Headteacher of the school.</p> |
| 12.0 | <p>Broadband Provision in Keinton Mandeville – update. Richard Culley had provided an update. The village was waiting to see what the CDS scheme may or may not deliver to the area (through a combination of Wessex Internet and Truespeed), but the most recent coverage maps suggested they may not extend into the relevant areas. The Gigabit Voucher Scheme eligibility checker would be updated on 8th April, which would confirm whether the village remained eligible for the scheme. He would be speaking to Openreach the following week.</p> |
| 13.0 | <p>Village Hall Report. CC reported that the hall would be reopening for regular hall users from 17 May.</p> |
| 14.0 | <p>Correspondence. Receive the following correspondence and agree any actions arising: Parish/Town Briefing for Recycle More with Somerset Waste Partnership – TR and CL would be attending The One Somerset event invitation and Stronger Somerset consultation were noted. Individuals would complete if they desired.</p> |
| 15.0 | <p>Correspondence. Circulation. The following correspondence had been circulated by email during March SCC corona virus advice / updates, SWP briefings, SSDC corona virus advice / updates, Local Government Reorganisation Event - South Somerset & Somerset West, CPRE newsletter, Press release: Somerset communities given share of £1 million to tackle Climate Change, Local Government Reform consultation: Stronger Somerset proposal; Local Government Reorganisation and claims made by Stronger Somerset; List of Digital Mapping Data Layers wanted from SSDC; Get Sussed – SSDC environment newsletter; PCC candidate request; Babcarry Parish Council information on Parish Consultation: Application 2021/0621/CLE at Ash View Farm Fosse Way, NHW newsletter, Stronger Somerset: District Councils publish expert analysis of county council restructure proposal; Stronger Somerset - Proposal for referendum on local government reform.</p> |
| 16.0 | <p>PR Items for inclusion in the May edition of the Parish Magazine, for the website and social media sites.</p> <ul style="list-style-type: none"> • Flower competitions • Grant budget • Public attendance at meetings: whilst PC can meet in person from May 7th, public attendance cannot take place until after 21 June. The PC will break from meeting in June and resume in July. IN the event that an extraordinary meeting is required, arrangements will be made for the public to attend remotely. |
| 17.0 | <p>Future agenda Items PCC candidates Neighbourhood Plan</p> |
| 18.0 | <p>Any other reports. TI reported that correspondence had been received regarding application for a certificate of lawfulness in to regularise activities at Ash View Farm. Application 2021/0621/CLE. It was agreed that as this was not in the KM parish area, the PC would not be commenting.</p> |
| 19.0 | <p>Date of next meeting. Annual Parish Meeting: 20 April. Monthly meeting: 4 May 2021</p> |