

Minutes of Meeting of Comeytrove Parish Council held in the Community Hall on Monday 3rd February 2020 at 7.30pm

Present: Cllr Brian Larcombe – Chairman Cllr Keith Woodmason – Vice Chairman
Cllr Jean Allgrove Cllr Valerie Ball Cllr Paul Grant
Cllr Colin Hogg Cllr Christine Nicholls Cllr Simon Nicholls
Cllr Jill Paul Cllr Jenny Robinson Cllr Eileen Zoers

Also Present: District Cllr John Hunt, District Cllr Farbahi, Clerk to the Council - Helen McGladdery and 6 members of the public

Public Forum

1. A representative from the Extinction Rebellion Group gave a brief presentation on Climate Change.
Action: To invite the group to give a formal presentation at a future meeting to offer their ideas on realistic and achievable objectives for Comeytrove as a Parish Council to consider.
2. A resident raised concerns that the bin in Glasses Mead open space had been removed. The Clerk was able to advise that this has been removed on safety grounds and advised by SW&T Council a replacement bin would be installed.
3. A resident raised concerns about the frequency of litter bin emptying outside the Fish and Chip shop.
Action: The Clerk will contact IDVerde to advise and see if frequency can be increased.
4. A resident raised their personal concerns over the SCC Leaders proposal to investigate forming a unitary authority

Parish Council Meeting commenced at 7.55pm

109. **Apologies for Absence**
Cllr Anthony Sutcliffe did not attend
110. **Declaration of Interest not already recorded**
None
111. **To receive reports from Local PCSO's, District and County Councillors**
PCSO – No report received and none of the PCSO's were in attendance
Action: It was requested that a four wheeled trailer that has been left unattended for some considerable time on Newbarn Park Road is checked by the PCSO for the potential hazard it and the vehicles that park around it create on both sides of the blind bend in the road, during the day but particularly at night.
112. **To Agree Minutes of the Meeting held on Monday 2nd December 2019**
The minutes were agreed as a true and accurate record of the meeting and signed by the Chairman
113. **To receive the Planning Panel report on Planning applications received:**
52/19/0038 - Erection of single storey extensions to front, side and rear at 16 Deane Drive, Taunton – SUPPORT

52/19/0039 - Erection of two storey side extension, single storey replacement front porch extension, replacement of 2m high garden wall with 1.8m close boarded fence and new access onto the highway with associated hard standing at 47 Deane Drive, Taunton – SUPPORT - with following comments: The Parish Council supports this application but wishes to raise concerns with the new dropped kerb access which may conflict with traffic at the junction opposite. If permitted, this may result in residents reversing out into the road in an area that is quite congested at times either end of the working day.

42/19/0053 - Application for approval of reserved matters following outline application 42/14/0069 for construction of the strategic infrastructure associated with the Western Neighbourhood, including the spine road and infrastructure roads; green infrastructure and ecological mitigation; strategic drainage, earth re-modelling works and associated retaining walls on land at Comeytrove/Trull – OBJECT – The Clerk to compile a list of the main concerns surrounding the completion of the Spine Road, building of the School and flooding.

Action:

1. The Chairman and the Clerk to meet with SCC Highways and SW&T Planning to discuss concerns
2. The Clerk to submit the responses

114. Financial Matters:

Detail of payments to be made and funds received

Payments:

Comeytrove Hall hire (S/O/N)	£76.25
Citizens advice donation	£400.00
Parsons Landscape - Penny Field	£32.62
HMRC Tax & NI Dec	£299.98
Heartstart Somerset - Defib pads	£40.00
Sawyer - Clean bus shelter	£25.00
H McGladdery – Clerks allowance/Exp	£81.99
HMRC - Jan Tax and NI	£299.98
SCC Pension contributions	£246.98

The Clerks December and January Salary was also paid in this period

Funds Received: NIL

To appoint internal auditor

Resolved: Following a proposal from the Chairman and Seconded by Cllr Allgrove, Members voted unanimously to appoint Jill Larcombe as the internal auditor

Action: The Clerk to instruct Jill Larcombe

To appoint Member for internal control checks

Resolved: Members voted unanimously for Cllr Larcombe to carry out internal controls, including monthly bank reconciliation. Cllr Larcombe will no longer be a bank signatory to enable him to do this.

To agree bank signatories for Unity Trust bank account

Resolved: Member voted unanimously for the following to be authorised bank signatories: Cllr Keith Woodmason, Cllr Jean Allgrove, Cllr Paul Grant, Cllr Colin Hogg, Cllr Christine Nicholls, Cllr Simon Nicholls, Cllr Jill Paul and Cllr Eileen Zoers

Action:

1. Cllr Woodmason and Cllr Nicholls to submit banking details to The Clerk
2. The Clerk to complete the application

115. Clerks Report which will include all matters arising from previous minutes and items of interest

The Clerks report was distributed to Members giving an update on actions from the previous meeting

Action: The Clerk to advise the Hall Committee that Cllr Ball has stood down as hall representative and Cllr Hogg will replace her.

116. To adopt the GDPR privacy statement and Policy

Resolved: Members voted unanimously to adopt the proposed GDPR Privacy Statement and Policy.

Action:

1. Members to complete consent forms
2. The Clerk to add privacy statement to the website
3. The Clerk to add a link to the privacy statement to all email correspondence from the Parish Council

117. To agree response to SW&T Local Plan consultation

Resolved: Members would respond individually to this consultation

118. To discuss SCC leader's proposal to form a Unitary Authority

Members were advised of the letter received from SCC Leader regarding the forming of a unitary authority. No further information available at this stage.

Resolved: District and County Cllrs agreed to feedback any information once received.

Action: Cllr Nicholls to contact the Clerk when enough information is received and an opportunity for Parish Council to comment on any future proposals arises. The Clerk will then add to a future agenda for discussion.

119. To agree an advisory group meeting to discuss the update or implementation of the following policies:

- **Standing Orders**
- **Financial Regulations**
- **Code of Conduct**
- **Social Media Policy**
- **Risk Assessment and Internal Controls**

Resolved: Members agreed that the Clerk would distribute the proposed policies to all Members for comment. The Policy panel would meet to discuss any queries and put forward a recommendation for a future meeting.

Action: The Clerk to distribute proposed policies to Members

120. Suggested items from Councillors for inclusion in next meeting

1. CIL Money
2. Update on Comeytrove/Trull Urban extension
3. Climate Change presentation
4. Parking concerns in the Parish
5. Galmington Stream

Date of next meeting: Monday 2nd March 2020 at 7.30pm at The Walker Room, Comeytrove Community Hall, Pitts Close, Taunton.