

MINUTES OF PILTON PARISH COUNCIL FULL COUNCIL MEETING held at Pilton Village Hall Wednesday 2 August 2023

Present: Cllrs R Noble, L Roberts, R Woodhouse, N Hall, T Moulder, O Powell, K Sumner, T Hollings.

In Attendance: G Pettitt, (Parish Clerk), nine members of the public.

PUBLIC QUESTION TIME

- Concern expressed that the by-election date had not been placed in Roundabout.
- Noted that noticeboards need repair. This was noted during the spring asset inspection.

71. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

All members present.

72. DECLARATIONS OF INTEREST

Cllr Powell declared interest in item 81c.

73. DISPENSATIONS

No dispensation requests were received.

74. EXCLUSION OF THE PRESS AND PUBLIC

- a. **Resolved:** To approve item 87 to be excluded from Press and Public. Approved.

75. MINUTES OF PREVIOUS MEETING

- a. **Resolved:** To confirm and sign minutes of the Pilton Parish Council meeting of 5 July 2023. Proposed Cllr Sumner, 2nd Cllr Hall. Approved with abstention - Cllr Hollings.

76. CHAIRMAN'S ANNOUNCEMENTS

Cllr Sumner reported that the Council did not purchase poll cards for the by-election. Confirmed that notices of the by-election would be placed around the village and announced on Facebook and website.

Noted that electors will need photo ID in order to vote.

77. LOCAL AUTHORITY REPORTS

- a. Avon & Somerset Police - No report
- b. Somerset County Council - No report

78. APPOINTMENTS

- a. **Resolved:** To appoint members to the Housing Working Group - Cllr Hall, Angela Burnett, Jude Glide, Mo Reynolds, Angela Wynn & Claire Connock, (current members - Cllrs Powell & Roberts, John Boucher and Jos Spencely). Proposed Cllr Sumner, 2nd Cllr Woodhouse. Approved.
- b. **Resolved:** To appoint members to the Parish Plan Steering Group - Kelly Exton, Jude Glide, Lise Sorensen, Angela Wynn & Carolyn Griffiths, (current members - Cllrs Hollings, Noble and Woodhouse). Proposed Cllr Sumner, 2nd Cllr Roberts. Approved.
- c. To confirm appointment of Council Managing Trustee to Gabriel's Orchard - currently Joe King. After discussion it was agreed, subject to receipt of the Trust document, that Joe King remain in post; the Clerk will request a copy of the Trust document from the Solicitors. The post will be reviewed at January Full Council.

79. WORKING GROUP / COMMITTEE REPORTS

- a. To consider and approve, (or not), that Working Group and Committee Chairs provide a report, (and any proposed motion(s) in accordance with Standing Order 9b), to Full Council, in writing to the Clerk, 7 days before the Full Council meeting at which they are to be considered, and to use the form Agenda Reporting Sheet for this purpose. Proposed Cllr Sumner.
Amendment :

Resolved: To consider and approve that Working Group and Committee Chairs will utilise best endeavours to provide a report, (and any proposed motion(s) in accordance with Standing Order 9b), to Full Council, in writing to the Clerk, 7 days before the Full Council meeting if practicable at which they are to be considered, and to use the form Agenda Reporting Sheet for this purpose. Proposed Cllr Hollings, 2nd Cllr Hall. The amendment was approved.

- b. ASBOs & Footpaths - The group has been quite active around the parish. Weir Lane, noted that a member of the public managed the removal of a tree that is to be felled and that the path was closed for public safety. Some discussion on safety measure against the drop to the river. Somerset Council believe there is no significant risk, may provide a fence, suggestion that this be requested in writing. A member of the public will move a fence to the left and remove tree stumps to move the path away from the risk area. Ownership of the path will be looked into. Cllr Sumner has organised the pulling out of ragwort on verges; noted that it is the responsibility of landowners.
- c. Burial Ground Working Group - Cllr Sumner has arranged for the gates to be painted. Site inspections have started. A draft list of routine activities and of remedial works have been produced. Hedges will need work; the group will bring quotes to Full Council.

[Meeting adjourned] Member of public drew attention to overgrowth. Noted this is in motion for attention.

[Meeting reconvened]

The Burial Ground fees are under review and will be brought to the next meeting. The Burial Ground Regulations are under review and will be brought at a later meeting to Full Council.

- d. Flooding Working Group

The group have met. A good start to gulping drains occurred in Top Street on the date of the meeting, which included digging out a ditch to ease flow. One culvert had lime build-up. The danger of water emerging on the road in icy conditions was noted by the contractors.

[Meeting adjourned]

Noted that water is now flowing from a manhole cover and there are problems at Pylle Road/Mount Pleasant.

[Meeting reconvened]

Bread Street works are finalised - no water flow now. But there are three blocked drains, which are on schedule to be attended to.

- e. Housing Working Group - The Housing Group ToR were deferred. The Chair of the Housing Working Group is John Boucher.
- f. Parish Plan Steering Group - Cllr Hollings will convene a meeting.
- g. Traffic Plan Working Group - Somerset Council (SC) has requested Parish Councils to submit plans for any 20mph speed limits to be submitted by the end of August. SC will conduct the feasibility and provide parameters of the speed limit area and component parts. Parish Council will have a consultation with the parish and gather considerable data with the help of data from GFEL and Speedwatch. A request for feedback from parishioners to be placed on Facebook. A larger consultation will take place after the feasibility study. Costs will be a minimum of £500, with £200 extra per location. The Chair invited Stephen Russell Yard to provide more information to the proposed plans for Pilton. He identified the areas that may be considered within the proposed 20mph speed limit areas. An in-depth discussion took place.

Proposal: To approve, (or not), proceeding with Somerset Council's village speed limit reduction consultation and feasibility study, including the £500 non-refundable application fee which will cover an initial assessment including up to 2no week-long speed data readings. Note: at SC discretion data may be collected from more than 2no locations to determine suitability. These will be charged at £200 extra per location and will be included in the final cost of the scheme. Budget

18
a rounded at
meeting
6-9-23

18

- £500 plus £200 ea. for any extra site assessments required. Application deadline for assessment in this financial year is end August. Proposed Cllr Hollings

Amendment to the proposal:

Resolved: To approve proceeding with Somerset Council's speed limit reduction consultation and feasibility study, subject to consultation with village residents prior to the 31st of August deadline, and continuing consultation with the 'village' during the process. To approve a budget of up to £900 for the application and feasibility study. Proposed Cllr Hollings, 2nd Cllr Hall. Approved with one abstention – Cllr Noble. Amendment was carried.

A straw poll was taken – 18 were in favour of speed reduction in the village with two abstentions, representing an 88% approval rating of those present.

- h. Wildflower Planting – some seed was planted 6wks ago. Noted the bank is too steep and it is prone to flooding.

[Meeting adjourned]

Suggestion to ask a garden centre to seed as a commercial exercise.

[Meeting reconvened]

- i. Coronation event - Noted that the final costs are less than originally thought. An application for these will be made to the Pilton Show.
 j. Speedwatch Report - the Speedwatch report was noted.

80. FINANCE

- a. Bank Reconciliation: Cllr Hollings had reviewed and approved the bank reconciliation.

Resolved: To approve the bank reconciliation to 30 June 2023. Proposed Cllr Woodhouse, 2nd Cllr Hall. Approved.

- b. Budget Review to 30 June '23.

Noted that the Coronation Grant was not successful and will be removed from budget. Receipts from the Burial Ground will increase, VAT will be closer to £400. There will be no external audit fee. LCNs and Environmental initiatives may be over budget. Budget of £1,000 for the Parish Plan may not be enough. Suggestion to of adjustments were suggested, noting further adjustments may need to be made. Election costs are unknown.

Resolved: To approve the budget review with amendments to reduce Grants to £11,000, apply the TPWG budget of £900 to the General Reserves and to write off the unsuccessful grant application budget. Proposed Cllr Woodhouse, 2nd Cllr Sumner. Approved.

Noted Instant Access bank a/cs will be reviewed at the next meeting.

- c. Receipts - Noted receipts are ahead of budget.

Date	Narrative	Total
Q2		
03-Jul-23	D23 Interment	78.00
03-Jul-23	C13	80.00
03-Jul-23	F19 EROB & Interment	420.00
03-Jul-23	EROB	150.00

- d. Payments - To include payments : Zoom costs of £148.88, Payroll of £96.00 and IT costs of £86.66. Payments were noted.

Date	Narrative	Total
Q2		
05-Jul-23	ICCM membership	71.00
05-Jul-23	Hall Hire June 23	15.00
	Burial Ground Maintenance	100.00
	Hall Hire July 23	15.00
	Salary Mth 4	67.62

VS

	Salary Mth 4	960.86
	Village website hosting	240.00
	Village website domain \$14.76	
15-Jul-23	Wix email hosting	132.48
	NameCheap auto renewal	
08-Aug-23	PDFSam	79.00
18-Aug-23	McAfee (+tax)	109.99
26-Aug-23	Microsoft 365	79.99

81. PLANNING

- a. To note results of appeal to planning applications [2022/0555/HSE](#) and [2022/0733/LBC](#), to which Pilton Parish Council offered no objection. Noted.
- b. To consider any planning applications that arise before the meeting. Noted application 2023/1425/TCA

No. & Officer	Detail	Type
2023/1425 Documents (3) Bo Walsh	TJ Poplar - fell The Haven Cumhill Lane Pilton Shepton Mallet Somerset Notification only	TCA

- c. To consider the pre-application - PROPOSED UPGRADE TO EXISTING RADIO BASE STATION INSTALLATION AT CTIL 13033601 COPSE FIELD, PYLLE ROAD, SHEPTON MALLET, SOMERSET, BA4 4HS, NGR E: 359981 N: 140347
Noted 5G coverage will be for a wider area. Questions included:
 - i. Will the power be increased?
 - ii. How big is the area served?
 - iii. Will Vodafone share the infrastructure with other providers?

82. PILTON SHOW - Council will hold a stand at the Pilton Show. Covering similar displays as were held at the Parish Meeting, including LCNs and a survey for the 20mph speed reduction proposals. Cllrs Hollings, Powell and Sumner will attend and contribute. No cost is associated with having the stand.

83. PARISH MEETING - Report on outcomes from the Parish Meeting deferred.

84. PLAYING FIELD TRUST

- a. The Playing Field Trust is investigating stabilising their insurance. September Full Council will submit a motion detailing research papers as to Council responsibilities as Custodian Trustee and affirming it understands its legal obligations.

85. LOCAL COMMUNITY NETWORK - Noted that Cllr Ham was elected as Chair of the LCN, with Cllr Sully as Vice Chair.

86. MATTERS OF REPORT

- a. Items for Roundabout July '23 - Consultation on 20mph speed reductions.
- b. Present consultation on 20mph speed reductions at Pilton Show.
- c. Cllr Hall will attend the SALC training on Young People 11 September.
- d. Noted inconsistencies with the Whyte Gables CLE application reviewed last month.

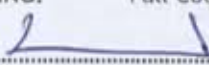
Resolved: To extend the meeting. Proposed Cllr Sumner, 2nd Cllr Hollings. Approved.

87. CLOSED SESSION

- a. Parish Plan Consultancy Quote
Resolved: To accept quote of £1,050 from Smart Communities to provide support with Parish Plan.
- b. Staffing Committee
 - i. **Resolved:** To approve staff overtime of 16hours. Approved.
 - ii. Payroll services - quotes will be submitted to September Full Council.

Meeting closed at 21:26.

NEXT MEETING: Full Council - 6 September 2023.

Signed  Date 6/9/23