



## Queen Camel Parish Council

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### Minutes of the Parish Council Meeting held on Monday 21st April 2022 at 7:30pm

#### Public Question Time

Immediately prior to the meeting members of the public were provided with the opportunity to speak. There were 2 members of the public in attendance. One person chose to speak and asked if a public explanation might be made to explain why the parish precept has gone up.

**Present:** Councillors: John Brendon, Brian Hewlett, Dan Hewlett, Sue Gettings (Chairperson), Kathy Grainger, Phil Jones, Rachael Malton (left at 19:58), Bryan Norman

**Also Present:** Parish Clerk and RFO, Elaine Owen, County and District Councillor Mike Lewis

#### 04/01 Apologies for Absence

The following apologies were received: Mike Baker due to another commitment, Rachael Malton for leaving early to attend another commitment. (Items requiring her input were moved to the start of the meeting)

#### 04/02 Declarations of Interests

John Brendon and Bryan Norman for discussions about grant for church.

#### 04/03 To RECEIVE County and District Councillor reports

Mike Lewis thanked to Cllrs Grainger and Malton (who did not stand for re-election) on behalf of the District and County Council for their work, especially on environmental matters. (Thanks were also given to these councillors from the other Members later in the meeting).

Mike Lewis gave some insights into the transition period and noted that it is proving more difficult to access SSDC officers and obtain replies. The Area East Committee still not meeting on zoom only and he has challenged why this is continuing when all parish councils are meeting in person.

#### 04/04 Minutes of the previous meeting to be confirmed as correct

**It was RESOLVED to approve the minutes of the parish council meeting held on 21<sup>st</sup> March 2022 as an accurate record of the meeting**

<https://queencamelpc.org.uk/wp-content/uploads/2022/05/2022-03-21Signed-Minutes-March.pdf>

For 6, Against 0, Abstain 1 (not present at meeting)

#### 04/05 Election

The Queen Camel Parish Council election was uncontested and the following persons are elected: Michael Baker, John Brendon, Sue Gettings, Dan Hewlett, Brian Hewlett, Phil Jones and Bryan Norman.

The Clerk was asked to review previous communications and to draft notices for the two vacancies for co-option for advertising on the PC Website, in the Camels Magazine and on Social Media. Councillors were also asked to encourage parishioners to stand for office.

Due to having many commitments, the present Chairperson has given notice that a new Chair will be required for the next year.

#### 04/06 Planning (Background paper)

Councillors noted that the Erection of a new agricultural barn at Sutton Bridge Farm (Ref. No: 21/02342/FUL) and Tree works at Rectory Barn had been approved (Ref. No: 22/00758/TCA ) and that decision dates on other outstanding applications had been extended.



**04/07 The Old Surgery**

Councillor Lewis and Councillor Gettings met the SSDC Enforcement Officer on zoom. The latter was expecting to visit the owner the next day. The outcome of that meeting is awaited.

**04/08 Neighbourhood Plan** No update at present meeting

**04/09 Highways**

**a) A303 Proposed closure May to September 2022**

The road closure in weekend 13-16<sup>th</sup> May will have a major impact on Queen Camel. A meeting between Galliford Try, Cllrs Gettings and Norman, and District and County Councillor Mike Lewis is due on 26th April. Suggestions to try to keep the traffic flowing during the weekend closure were discussed and were noted to be raised at this meeting.

**b) Queen Camel Traffic Regulation Order (TRO)**

Cllr Malton has circulated a draft questionnaire. It was suggested to re-run the questionnaire at different times to provide a series of data. It was agreed it should be paper rather than online.

**c) Highways**

**The following Highways items are considered unsatisfactory:**

- The pedestrian pavement on England's Lane is obstructed causing pedestrians to walk in the road.
- Drop kerbs are still required at the end of Hill View and the corner of Church Path.
- The condition of the track between Hill View and West View.
- The temporary fix by the sink hole by bridge is not navigable by wheelchairs

Cllr Norman is pressing SCC Highways for action on the above.

- **'No Through' signage Grace Martin's Lane.** Highways have scheduled this for 22/23 year 'within 3 months'.
- No reply has yet been received from traffic management on the potential for a pedestrian crossing in the High Street.
- A letter was hand delivered to Hill View and West View Lane by Cllr Gettings who also spoke to many residents to get their views. Residents are requesting that the parking bay should have a notice saying it is for designated residents who live in Hill View. Highways would have to give authority for a sign and Cllr Norman will follow up.

**04/10 Speedwatch / Speed Indicator Devices (SIDs)**

Councillor Gettings still awaiting a third quote.

**04/11 Noticeboards** Cllr. Malton reported the board repair is on the works list to be done.

**04/12 Environment and footpaths:** (Updates from Cllr Malton)

**a) Footpaths** – all outstanding items are listed for action, but no works have taken place yet

**b) Litter and waste**, including campaign to reduce dog mess

- Another Litter pick will take place this weekend. Volunteer numbers are healthy, probably thanks to the inclusion of social refreshments after each event.
- The Dog waste campaign has been well received although effectiveness is difficult to measure.

**c) Wildflower Giveaway**

The next stage is survey the land chosen to make sure no habitats are being accidentally destroyed.



#### **d) Owl and Hawk Trust**

A talk by Chris Sperring of the Owl and Hawk Trust on 29<sup>th</sup> March was enjoyed by about 26 attendees. A donation will be made online by the clerk previously agreed amount of £50.

#### **e) Environment**

The first meeting of the new Queen Camel Environment Group meeting took place on 22<sup>nd</sup> March and attracted 9 people. The next meeting is planned for 25<sup>th</sup> April. This is not a Parish Council Group, but its views and ideas can be welcomed via the Member with responsibility for Environment. It was mentioned that support from the group may be useful to assist with relevant aspects of the Neighbourhood Plan.

It was noted that the paddock behind the Tin Shed, the site has been improved. No further action required.

**Correspondence from a parishioner** highlighted some aspects of the village that are suggested to require attention. These have been looked at:

- A volunteer will keep the planters on the triangle watered and in good condition. It was agreed to defer to next meeting the question of replacing the planter in poor condition so that they can all be reviewed.
- Cllr Malton agreed to take responsibility for reviewing the bus shelter.
- Other matters are either in hand or remain still to be reviewed.

#### **04/13 Flood Committee**

One flood sign is damaged and will be reported to Highways by Cllr Norman. Thanks were given for moving the flood 'shed'.

#### **04/14 SCC Land at Queen Camel Playing Field**

It was agreed that the Clerk should draft a letter for the Chair to review to ask for both a progress report and for specific answers about maintenance and insurance of their land.

#### **04/15 Neighbourhood Watch On the 19<sup>th</sup> April two burglaries were reported in the vicinity, but no crime in Queen Camel itself.**

#### **04/16 Queen Camel Playing Field Management Committee**

Cllr Jones summarised a report that he had circulated to councillors of which the following were the main points:

- The residual cheque for £6,952.09 has been sent to the parish council from the Playing Field Committee Charity. This will be earmarked for playing field use.
- The Terms of Reference and Risk Assessments approved by the parish council were accepted by the committee and will be kept under review.
- The Pavilion is now fit for purpose, due to an enormous effort by volunteers. Positive comments have been received from both members of the public and club users.
- Grass cutting is back on track with 6 volunteers on the rota.
- In the play area, new swing chains are now installed. The see-saw is unfortunately now damaged and has had to be taken out of action. The committee will review if it can be fixed or not.

Cllr Gettings asked for Cllr Jones to pass on thanks from the Parish Council to all volunteers for the tremendous effort that has been made to bring the facilities back up to standard. Cllrs Jones and Grainger were also thanked for the effort and time they had personally given to the project.

#### **04/17 Playing Field Fundraising Group**

£100 donation has been received from the Bumps Tots and Toddlers group  
About 30 traders have signed up to attend the 2nd May Vintage and Makers fair



#### **04/18 Communications**

- a) The Facebook page has attracted new followers recently. Work remains outstanding on the website.
- b) Annual Village Meeting 20<sup>th</sup> May 2022. All preparations are on track. It was agreed that the Community Benefit Fund Panel would speak and also Cllr Jones for the playing field.

#### **04/19 Solar Farms**

The final Deed of Amendment has been received to include the additional years payments and the inclusion of an RPI uplift (capped at 3%) each year.

**It was RESOLVED that the Deed of Amendment may be signed at the Finance Meeting on 4<sup>th</sup> May by Cllr Brendon and Jones and witnessed by Clerk using the Docusign process**

#### **04/20 Community Benefit Fund (CBF) Panel**

A concern was raised that there should be caution not to run down the fund in advance of the possibility of larger projects requiring support in the future.

##### **20.1 Recommendations from the Community Benefit Fund Panel Meeting 19<sup>th</sup> April 2022**

###### **20.1.1 Application for a Donation of £224.25 from Countess Gytha Primary School for Jubilee Coins**

The Community Benefit Fund (CBF) Panel unanimously recommended that this donation be made as it was felt that the coin would provide each child with an important physical keepsake in marking a memorable occasion. The Donation requested is 50% of the full cost. Council agreed with the CBF Panel.

**It was RESOLVED to APPROVE the Donation of £224.25 for the Jubilee Coins**

###### **20.1.2 Application for Grant of £9,000 from the Village Hall for the installation of Solar Panels**

The project is a very good fit with the solar fund Deed that says the money should be applied towards the promotion of sustainable energy and the CBF Panel gave the project their full support.

However, Council raised some concerns including the question of who profits from the solar panels and whether it is right, in principle, for the parish council to set up an income stream for another organisation. It was suggested that the grant level proposed 80% (£9,000) looks too high, the village hall may be able to afford a bigger contribution. What if the hall is moved?

Cllr Gettings to feed back to the Village Hall Committee.

**It was RESOLVED to defer this item**

For 6, Against 0, Abstain: 1

###### **20.1.3 Application for a grant of £705.76 from the Queen Camel Cricket Club for youth equipment**

The application was for 100% of the cost of purchasing training stumps, a bowling machine and team kit. The club is expanding and attracting many younger players. The CBF Panel unanimously recommended that this grant should be made. It was also suggested that, in any future application, the club should aim to fundraise a proportion of any requested grant.

Council agreed with the CBF Panel, stipulating that the equipment must be purchased by the parish council and donated to the club.

**It was RESOLVED to APPROVE the Grant of £705.76 for the Cricket club from precept funds**

###### **20.1.4 Application for a grant of £2,500 from St Barnabas church**

Parish councils are advised that they may only give grant funding to churches if the money is ring-fenced for items of public benefit rather than Ministry. Therefore, the church applied for money for the following:

- Lighting and clock maintenance £450
- Church grounds upkeep £1,900
- The Camels Magazine £150

A quote was provided for the grounds upkeep showing that 100% of the amount is requested.



The CBF panel vote 3 for and 1 abstaining for approval of this grant. They also considered that the grounds maintenance could be paid from the CBF Fund as it fell within the environmental criteria for the Fund.

Councillors felt that the grant should be paid from precept, as the CBF Fund should be kept for capital projects rather than recurring running costs. There was discussion around the ability of the church to part fund the costs. It was felt that this year the grant should be supported in full, provided this does not set an expectation that the parish council would pay this each year.

**It was RESOLVED to APPROVE the Grant of £2,500 for St Barnabas church from precept funds**

**For 4, Against 1, Abstain (due to declared interest) 2**

**20.2 Community Lounge project and Defibrillators.**

The Community lounge project goes from strength to strength with 21 people attending the latest Sing-along and other activities also being well-supported. The balance of funds remaining from the grant as at 19<sup>th</sup> April 2022 is £3688.18. A barbecue has been purchased which will serve the needs of the Community Lounge and can also be used for other village events.

**04/21 Financial Reports and Accounts for Payment**

**a) Update from Chair of Finance and Risk Committee**

Nothing to report at present, the Committee will next meet on 4<sup>th</sup> May to focus on end of year actions.

b) The following payments that were already authorised / in the budget were noted.

	Item	Date Paid	VAT	Amount	Minute number
1	Clerk Salary March	28/3/2022	no	391.67	F12/11
2	HMRC Paye March	28/3/2022	no	£98.00	F12/11
3.	Clerk Home office allowance March	31/3/2022	no	£33.50	F12/11
4	PATA payroll fees	28/03/2022	no	£23.85	F12/11
5	Memorial Hall room hire	28/03/2022	no	£26.00	
6	Litter picking equipment	28/03/2022	yes	£80.89	1/14
7	Direct Debit Multipay card fee	14/3/2022	no	£6.00	Standing Bank Charge
8	Direct Debit Multipay card fee and Bank Charge	11/4/2022 31/3/2022	no	£6.00 £18.00	Standing Service Charge

**c) Payments not in the budget**

**It was RESOLVED to APPROVE that additional / replacement road signs may be purchased should it prove necessary during the year**

For 6, Against 0, Abstain 1

d) The following payments made via delegated authority to Chair of Finance and Risk Committee were noted

	Item	Date Paid	VAT	Amount	Date of email
1	Clerk election training SSDC		no	£20.00	
2	Clerk training SLCC	Via Mulitpay card	no		3/2022
3	Clerk Cicla training course	Via Multipay card	no		/2/2022

e) The following payments made via delegated authority to Cllr Gettings from the Opening up Safely Grant were noted.

	Item	Date Paid	VAT	Amount
1	Golden Oldies singalong	28/3/2022	no	£30.00
2	Consumables for Lounge	28/3/2022	varies	£5.89
3	Equipment for Lounge	28/3/2022	yes	£26.00

f) The following payments made via delegated authority by Cllr Jones from the Playing Field Management Fund were noted

	Item	Date Paid	VAT	Amount
1	Pavilion renovation (various items)	28/3/2022	yes	£212.25
2	Pavilion paint	31/3/2022	yes	£190.20
3	Battery for tractor	31/3/2022	yes	£66.47
4	Electricity	DD 31/3/2022		£37.92
5	Paint	31/3/2022	yes	£21.00

g) It was noted that the following monies have been received (Items 1 and 3 ring-fenced for play area)

	Item	Date Banked	Amount
1	Vintage Fair income (£20 per entry)	various	£220
2	Precept	13/04/2022	£20,000
3	Received via Cllr Jones for playing field	13/04/2022	£14.00

#### Date of next meetings

Meetings start at 7.30 and are held in the Memorial Hall, Queen Camel.

- 25<sup>th</sup> April 2022 Playing Field Management Committee.
- 4<sup>th</sup> May 2022 Finance and Risk Committee. All items to be considered for the Agenda by 27<sup>th</sup> April.
- 16<sup>th</sup> May 2022 Annual Meeting and Parish Council Meeting.
- 20<sup>th</sup> May 2022 (Friday) Annual Village Meeting Main Hall.

Elaine Owen  
Parish Clerk

Signed .....  ..... (Chairman)

Date..... 23/05/22