



## Queen Camel Parish Council

Clerk: Elaine Owen, Innes House, Kingsdon, Somerton, Somerset, TA11 7LL

email: [clerk@queencamelpc.org.uk](mailto:clerk@queencamelpc.org.uk) Tel: 07726 245 101 [www.queencamelpc.org.uk](http://www.queencamelpc.org.uk)

### Minutes of the Parish Council Meeting held on Monday 21st February 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 4 member of the public in attendance. No one chose to speak.

**Present:** Councillors: Mike Baker, John Brendon, Dan Hewlett, Sue Gettings (Chairperson), Kathy Grainger, Phil Jones, Rachael Malton, Bryan Norman

**Also Present:** Parish Clerk and RFO, Elaine Owen, County and District Councillor Mike Lewis joined at 19.50 pm.

#### 02/01 Apologies for Absence

The following apologies were received: Brian Hewlett due to a last minute issue

#### 02/02 Declarations of Interests

Sue Gettings for playing field matters.

#### 02/03 To RECEIVE County and District Councillor reports

County and District Councillor Mike Lewis gave an update about SCC council tax and reported that SSDC have no resolution in sight for the phosphates issue which is holding up all planning.

#### 02/04 Minutes of the previous meeting to be confirmed as correct

**It was RESOLVED to approve the minutes of the parish council meeting held on 20th January 2022 as an accurate record of the meeting.** <https://queencamelpc.org.uk/wp-content/uploads/2022/02/2022-01-20-Signed-Minutes-Jan.pdf>

#### 02/05 Policies and Procedures review (Background Papers)

##### a) Health and Safety Policy

**It was RESOLVED to ADOPT the policy with agreed minor amendments**

##### b) Safeguarding Children and Vulnerable Adults policy

##### c) Risk Assessment for Queen Camel Playing Field

##### d) Risk Assessment for Queen Camel Sports Pavilion

##### e) Complaints Procedure

**It was RESOLVED to ADOPT all of the above policies**

#### 02/06 Planning (Background paper)

##### a) Planning Applications requiring QCPC consultation

The below planning application was discussed and no comment was felt necessary from the Parish Council

- Discharge of Conditions planning application 20/00952/FUL - Land OS 1100 Bindwell Lane Queen Camel Yeovil Somerset



#### **b) Planning Application decisions**

It was **NOTED** that SSDC have Permitted the following application with Conditions

- Replacement of existing kitchen extension and conservatory with a Garden Room kitchen and extensions to the garage to create a workshop - 16 The Glebe Queen Camel, Ref. No: 21/03763/HOU

#### **c) Planning Applications not requiring QCPC consultation**

The two applications below were **NOTED**

- Proposed 2 storey side extension, single storey rear extension, loft conversion and detached garage to dwelling 7 South View West Camel Road Queen Camel Ref. No: 22/00117/HOU.
- Discharge of Condition No. 4 (Materials) of Planning Applications 20/03281/HOU and 20/03282/LBC. Carpenters High Street Queen Camel Ref. No: 22/00355/DOC1

#### **02/07 The Old Surgery**

The action remains for the Chair to request a meeting with the enforcement officer.

#### **02/08 Neighbourhood Plan (Background Paper)**

Discussion focused on the short term objectives of the plan:

##### **3.3 Community Services and Facilities:**

Project 1 – The play area upgrade is in hand. The youth shelter and bowls club parking cannot be resolved until land acquisition can be resolved.

Project 2 – The Trim Trail (medium term) is being looked at.

##### **3.4 Getting About:**

3.4.1 Extension of 20mph speed limit. Councillor Lewis is pursuing this lower limit for the road outside school. This is being rolled out through Somerset. The parish council will request an update as to timescales.

3.4.2 Gates and Stiles are being reviewed.

3.4.4. Decluttering the streets. John Brendon will organise a small team of volunteers to survey items that might be removed to declutter the streets

##### **3.6 Our Heritage**

3.6.1 Conservation area appraisal will require a review of the present boundary and a case made for any changes. In the context of preservation and restoration of heritage assets the 'sheep bridge' was noted as in need of repair. It was suggested that the same team as above might also review these matters.

#### **02/09 Impact of A303 dualling works**

Some of the Highways outputs are difficult to read on screen. Cllr Norman will feedback to them.

#### **02/10 Queen Camel Traffic Regulation Order (TRO)**

Action remains with Cllr Malton for the questionnaire.

#### **02/11 Highways**

a) Blocked roadside drains. Work is ongoing and some have had work, but are still not resolved and are still being monitored.

##### **b) To DISCUSS 'No Through' signage Grace Martin's Lane**

**It was RESOLVED to ask for a No Through Road Sign to be installed**

##### **c) To RECEIVE any update regarding the sink hole by bridge**

##### **d) Potential for pedestrian crossing in the High Street.**

Cllr Gettings to write to Highways about the three items above.



e) To DISCUSS traffic congestion and parking on Hill View ~~Lane~~ <sup>SG</sup>

People are parking on the hill and an accident occurred. Residents are concerned that parking there is unsafe, but there is presently no restriction to prevent the parking. Councillor Jones stated that It is illegal to park vehicles in the 60mph section during darkness, without lights on.

It was RESOLVED that the Parish Council Chair, should write to residents asking them to park at the rear if they are able, in order to make room in the limited parking bay at the front for those who don't have rear parking

For 7, Against 0, Abstain 1

02/12 Speedwatch / Speed Indicator Devices (SIDs) <sup>the earmarked</sup> ~~Panel~~ <sup>Fund SG</sup>

It was previously agreed to apply to Community Benefit ~~Panel~~ for funding. In order to do so Cllr Getting will circulate quotes received for review by councillors to agree what functionality is required.

02/13 Noticeboards

a) A quote for refurbishment will be provided by Cllr Malton.

b) Virtual Noticeboard. The clerk reported that the Parish Council uses a free GDPR compliant Mailchimp account to circulate Agenda and Minutes. This could be expanded into virtual noticeboard service if a volunteer was found as the clerk does not have time to manage this.

The Council didn't feel it necessary to have a noticeboard for the Wales area.

02/14 Environment and footpaths

a) Footpath Maintenance

Some reported items about footpaths that have not been progressed. Cllr Lewis to be provided with information.

Also a couple of incidents of fly-tipping have been reported online

b) Church path maintenance

It was noted that a volunteer has come forward to maintain the grass verge outside church gates.

c) Litter / waste bins; Cllr Malton to find out if it is possible to have additional dog bins. It was noted that the current waste bin <sup>(at church triangle) SG</sup> was to be moved owing to the offensive smell caused by dog owners depositing their dog waste.

d) Wildflower Giveaway

Cllr Malton to send in application for free Wildflower seed.

It was RESOLVED to apply for Wildflower seed for areas of the playing field and by the doctors surgery

e) Owl and Hawk Trust

There is potential for encouraging these birds and a Chris Sperring has offered to provide a talk to villagers that Cllr Malton will arrange.

It was RESOLVED to donate £50 to Owl and Hawk Trust by way of thanks

f) Environment budget

Apart from the below, expenditure was deferred pending further research

It was RESOLVED to replace the kissing gate at the bottom of Green Lane like for like

For 6, Against 1, Abstained 1

02/15 Flood Committee

Following tree works there is concern about Henshall Brook becoming blocked. Cllr Hewlett will follow up.



**02/16 SCC Land at Queen Camel Playing Field**

MP David Warburton has responded to say he will write to SCC to ask them to respond to the request to transfer the land they own at the north of the playing field to QCPC.

Public liability for users of the play equipment sited on SCC land will be checked to ensure cover is in place.

**02/17 Neighbourhood Watch**

Cllr Jones has set up a meeting with Community Support Officer for 1<sup>st</sup> March at Pavilion at 10 am.

**02/18 Queen Camel Playing Field Management Committee**

**a) Playing Field Management Committee Terms of Reference (Background document)**

It was RESOLVED to ADOPT the TOR amending the level of delegated expenditure to £500,

**b) Insurance, electricity and water**

Cllr Jones chased the water company to find they had not taken any action and resolved the matter.

**c) Transfer of Assets from the Playing Field Committee to Queen Camel Parish Council**

Clerk still to provide acknowledgement of receipt of assets and funds

**d) Expenditure (Background report)**

Cllr Jones gave a verbal update about the Pavilion refurbishment and a list of expenditure required was circulated.

It was RESOLVED to APPROVE expenditure of up to £1200 for repairs, decorating, installation of fire extinguishers, field signage and defibrillator installation

**02/19 Playing Field Development Working Group**

It is the wish of the existing group to remain a community group. The remit will be limited to play area fund raising. The situation will be reviewed in six months as matters pertaining to the long term development of the field are not presently owned by a parish council committee.

**02/20 Communications**

Copies of the Welcome Booklet were handed out and well received.

It was RESOLVED to APPROVE payment of the printing costs of the Welcome Pack (£221.99)

Other communication matters (including discussion of the Annual Village Meeting 20th May 2022) were deferred.

**02/21 The Queen's Platinum Jubilee**

Discussion was deferred due to lack of time.

It was RESOLVED to APPROVE that £500 originally given by QCPC for VE day may be used for this instead.

**02/22 Solar Farms**

The revised DEED OF AMENDMENT had not arrived in time so this item was deferred

**02/23 Community Benefit Fund (CBF) Panel (Background paper – minutes for 16th Feb)**

**a) Play area application for funds**

The application for £10,000 from the Community Benefit Fund had been approved by the Panel

<https://queencamelpc.org.uk/wp-content/uploads/2022/02/2022-02-16-Draft-Minutes-of-CBF-Feb.pdf>

The Panel have requested that the works be split up so that new equipment can be installed in phases rather than parishioners having to wait until all money is raised before seeing any benefit. However, it was felt that it would probably not be cost effective to split up the installation work.

It does not seem likely that the Multi Use Games Area (MUGA) funds in the earmarked reserve of over £10,000 can be put towards the general play equipment, but Cllr Gettings will enquire again (this has previously been refused)

It was mentioned that a survey is happening after half-term to support the lottery fund application for the play area.

**It was RESOLVED to APPROVE that £10,000 may be moved from the earmarked solar fund to the earmarked playing field play equipment fund**

**b) Community Lounge project**

Cllr Gettings had circulated a report and a summary is in the minutes at 02/23(a) above. It was **NOTED** that Cllr Gettings has purchased a wheelchair for £128.30 under delegated authority from the Opening Up Safely Grant

**02/24 Financial Reports**


There were no matters to report at this time

**Dates of next meetings:**

Meetings start at 7.30pm and are held in the Memorial Hall.

Public Meeting	Date	Day	Room	Last date for Agenda items
Parish Council Meeting	21 <sup>st</sup> March	Monday	Marples	11 <sup>th</sup> March
Parish Council Meeting	21 <sup>st</sup> April	Thursday	Main Hall	7 <sup>th</sup> April
Finance and Risk Committee	4 <sup>th</sup> May	Wednesday	Marples	25 <sup>th</sup> April
Parish Council Meeting	16 <sup>th</sup> May	Monday	Marples	4 <sup>th</sup> May
Annual Village Meeting	20 <sup>th</sup> May	Friday	Main Hall	

Elaine Owen  
Parish Clerk

Signed  (Chairman)

Date 21/03/22