

## **BRYMPTON PARISH COUNCIL**

**The Parish Office, Abbey Community Centre, The Forum, YEOVIL, BA21 3TL  
MINUTES OF THE MEETING OF BRYMPTON PARISH COUNCIL TO BE HELD AT 7.30PM ON  
WEDNESDAY, 24 March 2021 ONLINE AT ZOOM US**

**(7.30 pm - 8.45pm)**

### **PRESENT:**

Mr K Weston (Chairman)  
Mr S Attrill  
Mrs E-J Hopkins  
Mrs J Snell  
Mr J Williams

Mr G Pritchard (Vice Chairman)  
Mr P Seib  
Mr R Wood  
Mr D Staddon

Mrs M Attrill (Clerk)

1 Member of Press

### **OPEN SESSION FOR BRYMPTON PARISHIONERS**

No questions raised.

### **AGUSTA PARK – LUFTON KEY SITE**

It was NOTED that no representative from Persimmon Homes had accepted the invitation to attend this meeting. Another invitation is to be sent.

Mr Pritchard arrived at the meeting (7.38pm).

### **REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from County Councillor Williams had been circulated before the meeting. Mr Seib gave a verbal update on the work of the District Council.

### **224/20.CO-OPTION OF COUNCILLOR**

We have received some interest in applying for co-option. Unfortunately one applicant would like to be considered, but was unable to attend the meeting tonight. Members AGREED to defer the co-option until the next meeting, in order for all applicants to attend. It was agreed that the Clerk is to send invites for 28<sup>th</sup> April meeting

### **225/20. TO RECEIVE ANY APOLOGIES FOR ABSENCE**

A personal apology for absence, by reason of family commitments was received from Mrs Wood. An apology in accordance with the Local government Act 1972 was sent from Mr P Burt, by reason of ill health. A card will be sent to Mr Burt.

### **226/20. TO RECEIVE ANY DECLARATIONS OF INTEREST**

Mr Seib, Mrs snell and Mr Williams all advised that their interests are as registered. Mr Seib also declared a personal interest as the Chairman of the Abbey Community Association. Mr Pritchard declared a personal interest as the Chairman of Governors of Kingfisher Primary school. Mr Weston declared a personal interest as the Chairman of Governors of Preston Primary School.

### **227/20. MINUTES OF THE MEETING HELD ON 24<sup>th</sup> February 2021**

It was RESOLVED to approve the minutes of the meeting held on 24<sup>th</sup> February

2021, which were then signed by the Chairman.

**228/20. CRIME, DISORDER and COMMUNITY SAFETY**

**(a)** To consider a report from the Police if provided. A report had not been received. An invitation is to be sent to PCSO Weeks to attend the meeting to be held on the 28<sup>th</sup> April.

**(b)** To raise any concerns regarding crime, disorder and community safety.

It was reported that litter of various kinds including drug paraphernalia and broken glass has been left at Oak tree park. Members of the public have been advised to report to 101. The Clerk is to check the frequency of the litter picks and to also inform the Parish Ranger.

**(c)** The Path on Fountains way, It was Noted that the fencing has rotted away and the barriers have collapsed, photographs have been circulated. It was agreed that the Clerk is to email County Councillor Williams regarding this matter.

**229/20. REPORTS FROM PARISH COUNCIL REPRESENTATIVES APPOINTED TO COMMITTEES, WORKING PARTIES AND OUTSIDE BODIES**

**(a) COMMUNICATIONS**

Members were asked to NOTE that the meeting of the communicates party has been deferred until 29<sup>th</sup> March. It is hoped that a report will be given at or prior to the next meeting. Mr Staddon has been invited to attend.

**(b) ANY OTHER REPORT**

**230/20. CHAIRMAN'S ANNOUNCEMENTS** NONE were received.

**231/20. PLANNING**

**(a) DECISIONS ON PLANNING APPLICATIONS**

To note the decisions on any planning application received prior to this meeting.

**(b) APPLICATIONS CONSIDERED (UNDER STANDING ORDER 15(b)(xvi)) PRIOR TO THIS MEETING**

In accordance with Standing Order no. 15(b)(xvi), the following applications was considered before this meeting:

**21/00851/TPO**

Notification of intent to Fell No 1 Tree as shown within the South Somerset District Council (BRYM 2) 2000 Tree Preservation Order.

**37 Falcon Road Brympton Yeovil BA22 8BR**

**NOT SUPPORTED**

**21/00228/HOU**

Erection of a 1st storey extension above garage and internal alterations

**16 Arlington Close Brympton Yeovil BA21 3TB**

It was AGREED to support the application.

**SUPPORTED**

**(c) PLANNING UPDATES – NONE RECEIVED**

**(d) NOMINATIONS FOR THE PLANNING WORKING GROUP TO CONSIDER FORTHCOMING PLANNING APPLICATIONS**

It was AGREED that Mr Pritchard and Mr Weston would be members of the working party for the forthcoming month.

**232/20. HIGHWAYS**

**(a) Possible planting on roundabout** – SSDC still await details from SCC Highways. Clerk is to email Mrs Wood to ask who attended the meeting and forward the report to County Councillor Williams.

**(b) Montacute Road**

**(i) SID use on Montacute Road** – SSC Highways have advised that although they can install a post, at a cost of £200, they advise parishes to utilise existing street furniture in order to reduce highway furniture clutter. They advise that the Council should discuss the effect new posts will have on the 'street view' for residents. It should be noted that lateral clearance for the placement of a device/sign/post (edge closest to the highway/footway) installed on a verge should be greater than 450mm.

If Council decide to proceed. SCC Highways will be able to assess the site against our set criteria to authorise and arrange for an order to be issued to our Service Provider.

Although the Parish Ranger could install a post, SCC Highways would still need to authorise the new site before works proceed. Members are asked if they wish the Clerk to seek further quotations for a post. It was AGREED for the Clerk to send an email and photograph to SCC Highways to assess as to whether an existing lamppost may be used instead of a new pole.

**(ii) Grit Bins** – Further to min. no. 8[a] of 27<sup>th</sup> January 2021, SCC Highways have agreed that the Parish Council may purchase a grit bin for Kestrel Way, subject to approval of the location. However, a risk assessment should be carried out by the Parish Council as there are concerns over whether a grit bin could pose a security risk for the school. Although verbal permission has been received for the installation of bins, a written permission is still awaited. An email has been sent with a map highlighting the areas. A reply has been received, stating that the decision is now in the hands of head office. It was AGREED to defer this matter until the meeting in April. The Clerk is to email Persimmon Homes for updates.

**(c) Temporary Road Closure: RS005705 -A30 High Street, West Coker**

These phased works are expected to commence from 1st April 2021 to enable Somerset Highways to carry out prep and resurfacing works. **NOTED**

**(d) Elmleigh footpath** – further to **min. no. 214/20**, emails and photographs have been sent to David Wilson Homes and a response is awaited. It was AGREED to defer this matter until the meeting in April. The Clerk is to ask for updates from David Wilson Homes.

**(c) Any concerns** to raise with County Highways. **NONE**

**233/20. CORRESPONDENCE/EMAILS**

**(a) Coronavirus** – newsletters from both the County and District Councils have been circulated regularly.

**(b) Any additional correspondence/emails** for noting, arising since the preparation of this agenda, and not requiring a decision.

An email has been received from SSDC regarding the skate parks in Yeovil. It was AGREED that Mrs Attrill and Mrs Snell will attend the meeting on 28<sup>th</sup> April. This is to be added to the agenda for 28<sup>th</sup> April, once Mrs Snell has received the support of 3 other councillors.

**234/20. CLERK'S REPORT**

**(a) Annual Meeting of the Parish** – it was NOTED that Yeovil Freewheelers have

agreed to give a talk at the annual meeting to be held 28<sup>th</sup> April. A zoom invite to be sent.

**(b) Office equipment** – it was NOTED that the new i.t. equipment has been purchased.

**(c) Grant** – it was NOTED that a grant for £22,400 has been received for the Yeovil Rivers Trust.

### **235/20. LITTER BIN ON FOSSE CLOSE FOOTPATH, ADJACENT TO LARKHILL ROAD**

The top of a litter bin has been taken from the base of the bin sited on this footpath. A quotation was provided by SSDC for the supply and installation of a replacement bin at a cost of £562 +VAT or removal only £48.30 + VAT. However, prices are being obtained for an alternative bin which could be installed by the Parish Ranger. The schedule for the Council's street furniture is also being investigated. A report will be brought to the meeting. It was AGREED to defer until the next meeting, in order for the Clerk to ask SSDC about labour costs, as we already pay the Parish Ranger.

### **236/20. LUFTON COMMUNITY CENTRE**

The Lufton Community Centre working party have met and a written report was circulated prior to the meeting. An email was also received from Zurich insurance stating that the Community hall is covered by the schools building insurance, however we will be required to have contents insurance for any equipment stored within the building and third-party groups using the hall are advised to have their own third party insurance. An email has been received from the Academy trust with regards to the building insurance. Fire safety risk assessments quotes have been received. It was AGREED to set up a working party this includes Mrs Hopkins, Mr Seib, Mrs Snell and Mr Weston.

### **237/20. COMMUNITY AWARDS**

Further to min. no. 216/20 Rev David Keen has advised that a grant towards the St Peter's community centre would be much appreciated. The centre has remained open throughout lockdown to enable the local community midwives to have somewhere covid secure to meet, as none of the NHS premises locally are available to them. This means that the centre is running at a substantial loss, and a grant would be much appreciated. The sum of £250 was allocated for community awards and also £200 remains within the budget for grant applications. Although out of the parish the Council has the Power of General Competence and is able to support this. It was AGREED to defer until the next meeting, in order for the Clerk to seek clarity from Rev Keen, that the Parish Council is NOT donating to the church.

### **238/20. GRANT APPLICATIONS**

None received. The sum of £200 remains within the budget.

### **239/20. INTERNAL REPORT**

#### **(a) 2020-2021**

It was NOTED that Mr Colgan, Internal auditor to the Parish Council has provided a report for 2020-2021, which was been circulated prior to the meeting.

#### **(b) 2021-2022**

It was APPROVED that Mr Colgan has advised that he is prepared to act as internal auditor for the Parish Council for a further year. Mr Colgan is a former employee of the District Council financial services and is a parishioner. Council is asked to consider this appointment. A letter has been sent to Mr Colgan.

#### **240/20. Quarterly monitoring report**

It was NOTED that the report has been circulated electronically to the Councillors enable the Clerk to input all payments to be made for March 2021.

#### **241/20. Review of systems of internal control**

It was RESOLVED to approve the document circulated prior to the meeting. The Document was signed by the Chairman and Clerk.

**242/20. Training** -it was NOTED that two Councillors (Mr Staddon and Mr Williams) attended a course on How to reply to planning .

#### **243/20. FINANCE**

**(a) Interest** - it was NOTED receipt of interest on 26<sup>th</sup> February 2021 of £0.18p from NatWest and £3.19 from Nationwide Building Society.

**(b) Bank Reconciliation Statement** – it was NOTED that the bank reconciliation as at 28<sup>th</sup> February 2021 will be presented to a Councillor for approval prior to the meeting.

**(c) Unity Banking** – It was NOTED that the clerk is now able to set up payments and view the account.

**(d) Nest Pension** – it was NOTED that this has now been set up.

**(e) Office Rent** – it was NOTED that there is an increase in office rent to from 1<sup>st</sup> April 2021 to £1,380 per year, with a monthly payment of £115.00 (**min. no 168/20** 16<sup>th</sup> December 2020.)

**(f) Miscellaneous Payment** – it was NOTED that a payment of £97 for compensation has been paid into NatWest for the early cancellation of a standing order.

**(g) Payments** - Members RESOLVED to approve a schedule of payments, which were circulated electronically prior to the meeting. Payments for this evenings meeting: Plusnet DD, £42.60 (Broadband & Internet Service)

ACA, SO £115 (office Rent)

Mrs M Attrill, Unity payment £63.32 (overtime expenses not authorized through Unity) as per January meeting

Mrs M Attrill, SO £1307.68, democratic services + overtime ( £124.12)

Mr P Seib, Unity payment Democratic services

Mr G Pritchard, Unity payment Democratic services

Mr K Weston, Unity payment Democratic services

Mrs J Snell, Unity payment Democratic services

Mr S Attrill Ch No 2486 £887.09 (Office Laptop)

#### **244/20. QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE MEETING**

#### **245/20. ITEMS FOR THE NEXT MEETING**

Follows Annual Parish Meeting

Accounts 2020-2021

Review of Insurance

Quarterly bank reconciliation to be signed in accordance with Financial Regulations.

Consideration of grants

**246/20. DATE OF NEXT MEETING**

The next meeting will be held on Wednesday, 28<sup>th</sup> April 2021 and will follow the Annual Meeting of the Parish, which starts at 7.30 p.m.

.....Chairman  
28<sup>th</sup> April 2021