

## Minutes Long Sutton Parish Council, Long Sutton Village Hall, at 7.30pm on Tuesday 3<sup>rd</sup> September 2024.

**Present:** Councillors Cox (Chairman), Rousell (Vice Chairman), Coombes, Greenfield, Pritchard, Rickards, Ward.

**Members of the Public:** 0

**Somerset Councillors:** Cllr Kerley. Cllr Page has submitted apologies.

Started at 7.28pm.

### Public Questions and Observations

#### Somerset Councillors Report

Cllr Kerley gave a brief verbal report:

- August has been quiet at Somerset Council. The Transformation programme ongoing, with higher tier redundancies taking place. The financial outcome for the current year is a possible £3 million underspend. Next year the projection was a possible £100 million overspend, but now stands at about £70 million. There will be a drastic cut in services. Redundancies to level 2 and 3 are now being assessed.
- Cllr Cox raised concerns from a local aspect, in particular the increase of Council Tax, and overviewed measures already taken by Long Sutton Parish Council.
- Cllr Kerley concluded that the current year is not as bad as first thought, and that next year will be bad but not as bad as expected.
- Cllr Cox requested that the Local Community Network (LCN) discussed flooding and drainage. Cllr Kerley is vice chair of the LCN, and the relevant organisations need to be drafted into one meeting. Concerns are that the gulley management by Somerset Council, and the reducing schedule over the past decade are contributing to the increased occurrences of localised flooding.

Public session closed 7.43pm

Meeting opened at 7.43pm

### Minutes

#### **24/059: Apologies for absence (LGA 1972 s85(1)).**

To receive and approve apologies for absence.

Apologies received from Cllr Wielgus.

It was RESOLVED accept and approve the apologies submitted.



#### **24/060: Declarations of Interest.**

Declarations of Interests. Members to declare any interests, including disclosable pecuniary interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any written requests for dispensations that accord with the Localism Act 2011 s33 (b-e) (this does not preclude any later declaration).

None.

#### **24/061: Minutes of the last meeting held on 2<sup>nd</sup> July 2024 (LGA 1972sch12 para 41(1)).**

To receive and approve the [minutes of the meeting held on 2<sup>nd</sup> July 2024](#) as a true and accurate record of that meeting.

It was RESOLVED approve the minutes from the 2<sup>nd</sup> of July meeting as a true and accurate record of that meeting.

Cllr Cox signed the minutes.

- Cllr Cox welcomed Gill Greenfield as a new councillor co-opted onto the Parish Council in July 2024.
- There will not be an opening event for the play area. Cllr Coombes will arrange for the car park to be cleaned and swept. Cllr Cox met with the resident who donated to the project and thanked him personally.

#### **24/062 Casual Vacancy.**

Due to a recent resignation, a casual vacancy has arisen on the Parish Council.

Graham Stoddart-Stones has resigned from the council. Somerset Council have been notified of the vacancy and the vacancy has been advertised on the website and noticeboards. The deadline for an election to be requested by 10 electors is 18<sup>th</sup> September. If an election is not required, co-option of any applicants can take place at the October 2024 Parish Council meeting.

#### **24/063: Planning application. Planning applications can be viewed on the [Somerset Council website](#).**

- a. None planning applications have been received to date (28.08.24) at the time of publishing this agenda.
- b. Update on any existing planning applications.  
Application 22/00910/OUT: Land OS 1805 adj Ciderpress Barn, Knole, Long Sutton Langport. Application refused (20.08.2024)  
Application 22/00911/FUL: Barns at Ciderpress Farm, Knole Causeway, Long Sutton. Permitted with conditions (30.07.2024)  
Application 22/01197/LBC: Barns at Ciderpress Farm, Knole Causeway, Long Sutton. Permitted with conditions (30.07.2024).



Application 24/01256/HOU Corner Cottage, Martock Road, Long Sutton, TA10 9HT. Erection of Oak Framed Garden Room with occasional overnight guest accommodation. Permitted with conditions (08.07.2024).

Application 24/01268/COL Stream Cottage, Stone Mead Lane, Long Sutton TA10 9HZ. Lawful Development Certificate application for the proposed provision of a twin unit mobile home (not operational development) within the garden of the lawful dwelling house as additional accommodation by one household (not a material change of use). Permitted (01.08.2024).

Application 24/01548/S73. S73 Application to vary condition 2 (approved plans) to amend design and layout including changed to the fenestration and roof form of the extension; in relation to approval 24/00302/HOU for erection of two storey and single storey rear extensions and interior alterations to dwelling, widening of existing gated driveway access onto highway. Permitted with conditions (16.08.2024).

Application 21/00054/REM. Land South of Bineham City Cottage, Bineham Lane, Long Sutton. Awaiting decision.

Application 22/02059/FUL: 14 Martock Road, Long Sutton. Awaiting decision.

Application: 22/03261/FUL: 4 Hodgehay, Langport Road, Long Sutton. Erection of a detached self-build dwelling and 2 carports for the proposed and existing dwelling. Awaiting decision.

Application: 23/02675/FUL. Erection of x2 Use Class E buildings with associated highways access, surfacing, infrastructure, surface water and foul sewer management systems with a landscaping and planting scheme for implementation. Land OS 8370 Part Martock Road, Long Sutton, TA10 9LU. Awaiting decision.

Application: 23/02764/FUL. Erection of a courtyard of 8, 2 storey dwellings for either sole or shared occupancy forming part of a C3 sheltered/support housing scheme to include car parking, gardens, landscaping and associated infrastructure. Land OS 8370 Part Martock Road Long Sutton TA10 9LU. Awaiting decision.

#### **24/064: Somerset Council**

- a. To receive an update regarding the recent communication about litter bin and dog waste bin collections.

The clerk has responded to the request from Somerset Council to confirm the number of bins and the locations. The clerk has requested a consultation with Somerset Council (as offered in the recent communication). It is likely that charging for some of the bins to be emptied is likely to occur from April 2025, and this will need to be reflected in the budget for next year.

Bin emptying was discussed, and options were considered.

- b. To receive an update regarding the Enhanced Highway Maintenance Pilot.

This was not well received and was discussed at length. Councillors agreed to consider alternative contractors to get an idea of what pricing would be for services such as gulley emptying.



#### **24/065: Village Hall and Recreation Ground**

- a. To receive a short verbal report from the last Management committee meeting.  
The committee met on 2<sup>nd</sup> September. The new treasurer (Tracy Rousell) is doing an excellent job, the accounts are looking very good. Work is ongoing regarding booking terms and conditions. Some decorating work is taking place later in September.  
Lengthsman to cut a 6-8 inch border around the tennis court fencing, and the gate is to be blocked off. Income for the courts is over £600 since reopening, which is excellent. The booking system is working well.
- b. To discuss dogs on the recreation ground and in the play area.  
New signs have been installed requesting dog owners to keep their dogs under control. The concern is that instances of dog waste not being removed by the owner will increase during the winter. Signs with stronger wording may be required, to deter dog walkers at the recreation ground, and ban the presence of dogs.

Cllrs Rousell and Ward to check into the legality of enforcement of a fine if a sign is displayed to warn dog owners to clean up after their dog, and the sign is ignored.

#### **24/066: Pavilion Refurbishment**

To receive an update regarding the pavilion refurbishment.

Cllr Cox circulated a revised budget for the pavilion refurbishment. Some application forms had been submitted to apply for grant funding and waiting for a response.

Both the Cricket club and Village Hall committees have met (separately). The possible refurbishment needs to fit a funding target that can be achieved. The aspirational target is too high; the more realistic figure is £78k to £80k, with donations of time and materials from other sources.

The original plan can be adapted to a smaller scale, and there is the possibility to use a portacabin type structure as a temporary measure. There are issues that need to be resolved to make the current facilities compliant.

Various options were discussed, and the best approach seemed to be to look several smaller projects to achieve a full refurbishment.

Cllr Cox is to speak to the local planning consultant that helped with the planning application for further advice, to consult with the main builder and review the interior works.

#### **24/067: Environment Group**

To receive an update from the Environment Group.

- There is an Owl talk on 12<sup>th</sup> September at the Village Hall, a free event (Cllr Wielgus is the lead councillor).
- The group hasn't met over the summer and a meeting is to be scheduled.
- The parish council land at Ilchester lane needs to be discussed.



**24/068: Communication: website and e-newsletter**

- a. To agree the priority for the October newsletter.
  - Tennis court generating income and well used.
  - PTFA events.
  - Budget constraints of Somerset Council, it is likely financial responsibility for services will fall to the parish council.
  - Volunteer training by Somerset Council.
  - Speed Indicator Device page on the website.
  - Ask Wessex Internet for an update.
  - Footpaths – report from the volunteer group.
- b. Actions for consideration and approval. None

**24/069: To review the Parish Council Publication Scheme.**

It was RESOLVED to agree the Publication Scheme with no amendments, as previously circulated.

**24/070: To consider a Reserves Policy.**

The clerk overviewed the Reserves Policy previously circulated. The introduction of a Reserves Policy was an action from the Internal Audit conducted in March. It was RESOLVED to approve and adopt the Reserves Policy as previously circulated.

**24/071: Finance**

- a. To approve the [accounts for payment](#) in August and September 2024.

It was RESOLVED to approve the accounts for payment for August and September 2024.
- b. To view and approve the bank reconciliation for 30<sup>th</sup> June and 31<sup>st</sup> July 2024.

It was RESOLVED to approve the bank reconciliations to 30<sup>th</sup> June 2024 and 31<sup>st</sup> July 2024 as circulated.
- c. To view and note the spend to budget to 31<sup>st</sup> July 2024.

It was RESOLVED to agree the spend to budget to 31<sup>st</sup> July 2024 as circulated.
- d. To approve the application of a payment card via Unity Trust Bank, to manage card payments. To decide the principal administrator and card holder.

It was RESOLVED to apply for the Corporate Multipay Card with Unity Trust bank. It was RESOLVED that the card holder is to be the clerk, and that the clerk and the chair are the two administrators for the card.

**24/072: Conclusion of Audit**

To receive the conclusion of audit and review any recommendations.

The conclusion of audit has been circulated and published on the parish council website. Councillors thanked the clerk for her work in connection with the successful external audit.

**24/073: Resignation of the clerk.**

To note the resignation of the clerk, and to agree the salary range and hours per week advertised. To receive an update of the current recruitment process.



The position has been advertised with two applications received. Interviews are to be organised for 30/9/24 if possible, and three councillors to be on the interview panel.

It was RESOLVED that Cllrs Cox, and two other councillors (Cllr Wielgus and Coombes) are on the interview panel.

Councillors requested that clerk sit in the interviews as an observer. The job description was agreed, and the proposed scale point range of LC2 (SCP18-23), salary scale dependent upon experience.

**24/074: Representative reports from councillors.**

- a. Community Safety (including the monthly crime statistics from [Police.uk](https://www.police.uk) and the Speed Indicator Device (SID)).

There were four crimes in Long Sutton in June, which were detailed to councillors. SID in Langport Road (post 2) and outside the school. The statistics were presented and are available on the website for closer inspection.

- b. Lengthsman. To receive a short verbal report of works undertaken in the parish. Grass cutting is coming to an end, and the Lengthsman will be addressing the weeds at the tennis courts and weeds around the village.
- c. Highways and Footpaths. To receive an update about any planned or completed works.

Well done to the volunteer team!

**24/075: Other correspondence not previously distributed.**

Afternoon tea with the WI, very well received, and thank you to the PC for contributing to the event. Further events due this month.

**24/076: Date of next meeting.**

The next Parish Council meeting is Tuesday 1<sup>st</sup> October 2024, 7.30pm.

Apologies from Gill Greenfield. Cllr Coombes will be taking the minutes, as the clerk is on annual leave.

**24/077: Agenda items for the next meeting.**

New financial regulations.

Update on recruitment of a new clerk.

Review of policies: Grant Awarding, Press and Media.

To consider the revised Risk Register.

Meeting closed 9.23pm

**END OF MINUTES**