



Minutes of the Long Sutton Parish Council Meeting

6th December 2022

Held in the Committee Room, Long Sutton Village Hall at 7:30pm

Present:

Councillors: Mr G R Cox (Chairman), Mr N Rousell (Vice-chairman), Mrs R Coombes, Mrs A Ledger, Mrs G Rickards, Mr G C Stoddart-Stones, Mr N Ward, and Mr B Weilgus.

South Somerset District Council (SSDC) Councillor Gerard Tucker sent apologies.

There were no members of the public present.

The Public Session opened at 7:30pm.

There were no members of the public present

Public session closed at 7:30pm.

The Parish Council meeting opened at 7:30pm

1 To receive apologies for absence (LGA 1972 S85 (1))

Apologies were received from Cllrs Fell. It was resolved to receive and approve the apologies submitted. Apologies were also received from District Councillor Tucker.

2 Declarations of interest (Localism Act 2011 s33 (b-e)).

None

3 Minutes of the meeting 1st November 2022 and any matters arising.

It was resolved to approve the minutes of the meeting on 1st November 2022 as a true and accurate record. The minutes were signed by Cllr Cox.

3.1 Matters arising.

None

4 County Councillors report

None, no County Councillors present.

5 District Councillors Report

None, Cllr Tucker sent apologies.

6 Planning Applications:

6.1 New Planning Applications received:

None received.



6.2 Update on ongoing planning applications:

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

Application 21/00137/FUL. Land adjacent to Knightlands, Knole Causeway, Long Sutton. Awaiting decision.

Application 21/03450/FUL: Land South of Greystones, Off Crouds Lane, Long Sutton. Awaiting decision.

Application: 22/00002/FUL. Long Sutton House, Shute Lane, Long Sutton. Awaiting decision.

Application 22/00872/FUL: Long Sutton House Shute Lane Long Sutton. Awaiting decision.

Application 22/00873/FUL Long Sutton House Shute Lane Long Sutton: Awaiting decision.

Application 22/00910/OUT: Land OS 1805 adj Ciderpress Barn, Knole, Long Sutton Langport. Awaiting decision.

Application 22/00911/FUL: Barns at Ciderpress Farm, Knole Causeway, Long Sutton. Awaiting decision.

Application 22/01197/LBC: Barns at Ciderpress Farm, Knole Causeway, Long Sutton. Awaiting decision.

Application 22/01845/S73: Land OS9687 Martock Road, Long Sutton, TA10 9JS. Awaiting decision.

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

Application 22/02317/HOU & 22/02318/LBC: The Granary, Knole Causeway, Long Sutton, TA10 9HY. Awaiting decision.

Application: 22/02744/FUL: erection of one dwelling and associated garaging and landscaping. Land Os Martock Road, Long Sutton. Awaiting decision.

7 Village Hall and Recreation Ground Committee (VH&RGC)

7.1 Matters brought forward by the committee.

The VH&RGC met on 5th December 2022.

The VH&RGC has a current balance of £9695.52, and income is at a stable rate to facilitate putting aside 5% aside to aid with forward financial planning.

The decision to increase the car park rent for outside catering provisions was discussed. The rent will remain unchanged until April 2023 and a proposed increase will take effect then. A letter is being drafted and is due to be issued shortly.



A smart meter is due to be fitted. There is an issue with the utility provider ensuring that engineers are informed that the electricity supply to the village hall is 3-phase.

8 Warm Space in the Parish

The need for a warm space provision within the parish was discussed at length. It was recognised that Long Sutton is a relatively small sized parish, with pockets of close community that are very supportive. Using the village based social media, and the website, to raise awareness of what is available locally, is important.

The Clerk and Cllr Cox are to draft a communication for the Community Agent, Somerset Community Foundation and Age UK to be reviewed next month. Cllr Rickards suggested a scheme 'buy a coffee pay for an extra one' and will contact local outlets to establish viability.

9 Capital Infrastructure Projects

9.1 To discuss the fundraising approach to both the Pavilion refurbishment and the Play Area refurbishment.

Tennis courts

The Lawn Tennis Association (LTA) has funding available to support the refurbishment of the tennis court. A financial contribution from the Parish Council would be required. The refurbishment would include an automated booking system. Any revenue can be ringfenced for future maintenance.

Play Area

A quote has been obtained for the replacement of the play equipment in the play area. The specification within this quote can be used to obtain two further quotes, to give a better idea of how much funding needs to be raised.

Pavilion

Fundraising has already started. A parishioner will provide support with the planning process, and surveys. Quotes from architects have been obtained, and a contractor is to provide a design to go to the planning stage of the project. An environmental survey will be required as there is evidence of bat activity

A Community Consultation has been suggested, to display the plans once they are produced.

How to proceed?

The Parish Council may be required to contribute funds towards the project, possibly in the order of 10% of the total project cost. It was agreed to continue with negotiations about the tennis courts refurbishment. There is meeting of stakeholders, the PC chairman and the clerk next week to discuss a cohesive approach to fundraising.

10 Website

10.1 To discuss the progress of the website to date.

A final audit of the website is required, everyone to view their area of responsibility for any action required.

10.2 To discuss the ongoing website costs and to consider the suggestions from Cllr Stoddart-Stones, for budget setting (2023/2024) purposes.

Cllr Stoddart-Stones does not wish to provide technical support for the website long term and an alternative solution for future management is needed. The email addresses connected to the village hall are unaffected.

It was proposed and resolved to close the old website and redirect to the new website with immediate effect.

11 Environment Plan (previously referred to as the Green Charter)

11.1 Actions for consideration.

The Environment survey is now live, with 34 completed to date. Hard copies are available for completion also. The primary school have been contacted about the survey, both to encourage parents to complete, but also for the children to have an opportunity to contribute. There could be a cost implication depending on the volume of responses to the online survey, which will be met within the Green Charter budget.

11.2 To receive an update regarding the Environment Survey. See comments in item 11.1.

12 Communication

12.1 The first draft of the Parish Council newsletter was viewed. It is important to ensure that the font, colours and logo are all consistent with the Parish Council website. The Clerk is to obtain these details from Cllr Stoddart-Stones.

The aim is for a deadline for content to be 8th of the month or thereabouts, with a view to publishing on the 15th of the month.

The clerk is to clarify the management of data on the newsletter platform complies with GDPR regulations.

Items for the newsletter: Village Hall Committee needs more members.

12.2 Decision on the Long Sutton logo.

There are two logos in circulation. It was resolved to use the logo that appears on the new Parish Council website.

13 Finance

13.1 To approve balances and accounts for payment.

Payments December 2022	Credit £	Debit £	Balance £
Balance b/fwd from November 2022 meeting			30892.75
Community Infrastructure Levy	360.00		360.00
			31252.75
Payments December 2022			
Clerk salary (November 2022)		333.27	
HMRC (November 2022)		83.20	
Howe Tree Surgery (November)		892.50	
Timeback accounts payroll (November)		5.00	
Somerset Web Services (hosting December 2022)		18.00	
Clerk expenses – upgrade of the laptop hard drive		129.00	
Howe Tree Surgery – noticeboard access		40.94	
Somerset Association of Local Councils training inv 1872		25.00	
Somerset Association of Local Councils training inv 1839		25.00	
Society of Local Council Clerks – annual subscription for the clerk		73.71	
Somerton Printery – environment survey printing		55.00	
		1680.62	-1680.62
Balance after December 2022 payments			29572.13

It was resolved to approve the payments as listed above.

Reserves were mentioned, and that the Parish Council has only a current account. A deposit account with the same provider did not pay any interest until recently, a second account could be a consideration.

14 Budget preparation for 2023/24 budget setting

14.1 To discuss priorities for the Parish Council to facilitate the setting of the budget for next year.

The clerk had prepared, circulated and displayed three options for the proposed budget for the 2023/24 period. The options are not limited to the three presented, but these give a broad view of how extra funds can be raised through the precept towards the Capital Infrastructure projects discussed in item 9.

- 14.2** Cllr Cox walked through the budget, with the three proposals. It was clear that any increase in the precept would have to be detailed to parishioners as to why it is agreed. It was further recognised that the Farm Business Tenancy Agreements had not been reviewed for some time.

As the up-to-date tax base had not been received, the clerk overviewed three precept options using the tax base from 2022/23.

It was proposed and resolved to set the budget as option 2 as presented. This will give a budget of £43,325, which includes a £5000 reserve release to balance the budget and with a provisional precept (to be confirmed at the meeting on 3rd January 2023) of £28975.00.

15 To commit to the NALC Civility and Respect Pledge

Councillors were encouraged to commit the Council to the Civility and Respect Pledge. It was resolved to sign up to the pledge.

16 To review the Parish Council Complaints Policy

The clerk had omitted to circulate this policy for perusal. To be circulated for the next meeting agenda, and to consider reviewing on a three year cycle unless required sooner.

17 Representative reports and any other matters regarding:

17.1 Community Safety

17.1.1 Monthly Crime Statistics from the Police.uk website

In September two offences were reported, one in Bineham and one in Long Sutton. The clerk is to include the website link in the agenda from next month.

17.2 Community Warden Scheme (CWS)/Lengthsman.

The brambles near the Old School House are to be addressed by the Lengthsman, with councillor assistance. Cllr Rousell will liaise with parishioners who park in the vicinity to ensure safe access to the area for the Lengthsman.

In the new year, it is anticipated that the Environment Councillors will meet with the Lengthsman to discuss how elements of the plan can be implemented in Long Sutton.

17.3 Highways and footpaths.

The Speed Indicator Device (SID) was back in Long Sutton last month, at a new position in the village. The data will be available for perusal on the new Long Sutton website.

A resident had an issue with a car seemingly abandoned near to the entrance of the driveway to their property. The local PCSO took action once contacted by the Clerk and the car was successfully moved.



18 Other correspondence not previously distributed.

None

19 Date of next meeting:

The next meeting will be held on Tuesday 3rd January 2023, at 7.30pm, in the Village Hall meeting room.

20 Items for the next meeting agenda.

Planning applications received.

An update about the Environment Plan.

Setting the precept.

Meeting closed at 9:30pm.

END OF MINUTES