

Minutes of the meeting held 15 April 2021 Via Zoom, South Littleton

Present: Councillors: James Ashley, Louise Bucknall (Chair), Roslind Compton & Victoria Sevier.

In Attendance: Sean Arble (Clerk)

- 001 Apologies received from Cllrs Roger Jones & Debbie Jones.
- 002 No interests declared.
- 003 No dispensations requested.
- 004 The **Council resolved** to approve the **MINUTES** of the meeting held 18 March 2021 via Zoom, South Littleton.

FINANCE

- 005 The April 2021 Payment Schedule was approved.

Ref	Chq	Payee	Details	Net	VAT	Total	Approval Date 15.04 unless otherwise noted
1		S Arble	March wage	£675.50	£0.00	£675.50	
2		S Arble	March expenses	£74.05	£0.00	£74.05	
3	DD	British Gas	Electricity March 21	£6.09	£0.30	£6.39	
4	DD	British Gas	Electricity March 21	£102.55	£5.12	£107.67	
5	DD	British Gas	Electricity March 21	£121.02	£6.05	£127.07	
6		VisionICT	June 21-May 22 website & email	£190.00	£38.00	£228.00	
7		AddisonRees Planning	Consultant fees RE 20.00518.FUL	£360.00	£72.00	£432.00	
8		AddisonRees Planning	Consultant fees RE 20.00518.FUL	£180.00	£36.00	£216.00	
9		Littletons Village Hall	Donation	£300.00	£0.00	£300.00	
10		M Parkinson	Cut grass 12.03.21	£192.00	£38.40	£230.40	
11		M Parkinson	Lengthsman 23.03.21	£160.00	£32.00	£192.00	
12		L Bucknall	Cllr expenses: banking	£8.10	£0.00	£8.10	
		TOTAL		£2,369.31	£227.87	£2,597.18	

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The March 2021 Reconciliation was noted.

Date 01-Mar-21 to Date 31-Mar-21

add	Current Account balance			27399.69
add	Deposit Account balance			8608.78
less	Payments uncleared This Period:			
equ	Balance C/F			36008.47

Opening Balance Deposit Account	8608.71
Add receipts for period	0.07
Less payments for period	0.00
Opening Balance Current Account	28076.82
Less Period payments:	1097.57
Add receipts for period	698.00
Cleared payments previous periods	277.56
Closing Balance	36008.47

007 The March Income & Expense Report was noted. The Clerk noted that the Council was over-budget on the following items:

1. Website - £130 (65%)
2. Audit Fee - £108 (36%)
3. WCALC - £130.38 (16%)
4. Insurance - £572.29 (82%)

Cllr Sevier questioned why there was a £750 underspend for the allotments. Cllr Bucknall responded that there may have been money budgeted for tree work.

PROGRESS REPORTS

008 Streetlights near 5 Greenhill Cottages and Long Hyde Rd & Shinehill/Withy Trees: EON scheduled the installation date for 10.05.21.

A WCC letter dated 02.04.21 threatened the Council to pay £1654.48 for the removal of the Long Hyde Rd streetlight within 14 working days. The Clerk hasn't received further communication regarding the amount of the invoice and who is responsible to pay for the work since SLPC didn't order the work. The WCC officer stated there wouldn't be a compromise and the full amount is expected to be paid.

The Clerk made an insurance claim for the downed streetlight at Shinehill & Withy Trees. There may be a Western Power charge to make the light safe. The streetlight is now gone; it appears the light was stolen.

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On 07.04.21 EON removed a wall light from Blacksmith Cottage on Blacksmith Lane because the light was not securely attached. The Clerk notes that the Council does not have written permission to mount a light on this wall. The Clerk spoke with an EON representative about replacing the wall light with a column light; the estimate is over £4k. Cllrs were reticent about paying that much for a streetlight especially as it would no longer be on the bend in the road. **ACTION: Clerk to ascertain if it is possible for EON to safely re-install the light.** The Clerk reiterated that a written agreement with the landowner is essential.

- 009 Maintenance of South Meadows Land: Despite the Land Registry Register & Plan indicating Chevin Homes owns the land, Chevin Homes claims the land encompassing the brook, Withy & Meadow Rds. verges and the strip of land near Norval Rd (where the Poplar Tree is located) was sold to Enhanced Developments. The Clerk emailed a letter to the Director of Enhanced Developments on 04.04.21; there hasn't been a reply.
- 010 Lengthsman contract was signed.
- 011 The cycle path work was delayed. Signs have been removed which suggests the delay will be fairly significant.
- 012 The Clerk received a 2021-22 insurance quote from Zurich; still waiting for the Came & Co quote. The insurance must be renewed for 1 June.
- 013 The laptop and printer were donated to Blackminster Middle School. The Council thanked Cllr Bucknall for her time and effort in finding a good home for these items.
- 014 Chevin Homes did not reply to the 19.03.21 email request to use a SLPC contractor to cut the Withy Trees & Meadow Rds. verges. It would appear the verges will not be maintained. The Clerk raised the possibility of turning verges into wild flower areas.
- 015 The parishioner who requested to move the planter near the bus shelter on Station Rd was informed that no cllr chose to propose the suggestion and it would therefore not be considered by the Council.
- 016 C Grant-Parkes requested SLPC to discharge/sign documents relating to lifting the brook maintenance covenant for the soon to be completed new homes at South Meadows. On 03.03.21 the Clerk responded that so far as he is aware, the documents were never prepared and that it may be easier to start over using his solicitor. If a payment was made to Cox Hodges, then he should deal directly with that solicitor. The Council suggested waiting until C Grant-Parkes responds to the email. **ACTION: Cllr Bucknall to forward the name of a solicitor that the Council can use on an ad hoc basis.**
- 017 There was no Public Question Time due to no public in attendance.

CLERK'S UPDATE

Correspondence for Consideration (not otherwise noted):

- 018 Parishioner 02.04.21 email RE new equipment on the Rec for younger age children. **ACTION: Clerk to respond that a working party is currently investigating the possibility of adding new equipment to the Rec and South Meadows Playground. Clerk will invite parishioner to join the working party.**
- 019 Parishioner 23.03.21 email RE flowers on the Rec and verges. **ACTION: Clerk to respond that this idea is currently being explored. Clerk to invite parishioner to join the working party.**
- 020 Tabled Correspondence (not otherwise noted): None.

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Correspondence Sent (not otherwise noted):

- 021 04.04.21 email to R Waller, Clerk to Honeybourne PC: response that SLPC has been working very diligently to clear water courses in South Littleton.
- 022 29.03.21 email to parishioner RE road closures around South Littleton. On 31.03.21 the Clerk referred the parishioner to WCC Cllr A Adams as SLPC has no control of road works.

REPORTED ISSUES

- 023 The Clerk requested M Parkinson to repair the gate latch and backing wood on the South Meadows Playground at a cost of £35.
- 024 The Clerk requested M Parkinson to spread the tipped soil on the Rec Ground at a cost of £30.
- 025 The Clerk reports that The Local authorities and Police & Crime Panels Regulations 2020 expires on 7 May. The Scout Hut will be available for the meeting. **ACTION: Clerk to draft a Covid Risk Assessment.**

PLANNING

- 026 The Clerk & Chairman Bucknall took an **emergency decision** to engage AddisonRees Planning Consultancy to draft an **objection statement** for **application 20/00518/FUL** (erection of 24 affordable dwellings) and represent the Council at the Planning Committee at a cost of £540 plus VAT. The application was approved. Despite the disappointing result, cllrs believed it was a good idea to engage a consultant.
- 027 The **Council resolved** to object to application 21/00427/FUL: The Council raised several objections. **ACTION: Clerk to attempt to engage AddisonRees Consultancy to draft an objection statement if the fee is no more than previous consultant work for 20/00518/FUL.**
- 028 Using delegated powers to the Clerk, the Council resolved not to object to application 21/00274/FUL: Shinehill Lane – construction of an outdoor arena for private use.

NEW MOTIONS FOR COUNCIL CONSIDERATION

- 029 The **Council resolved** to approve the 2021-22 WCC Lengthsman contract. **ACTION: Clerk to return the contract.**
- 030 The **Council resolved** to approve the 2021-22 Lengthsman contract. **ACTION: Clerk to obtain signature.**

CLLR REPORTS AND FUTURE AGENDA ITEMS

- 031 Cllr Bucknall believes she will have a S106 Playgrounds proposal ready for the May meeting.
- 032 Cllr Compton will forward a proposal to form a S106 Wild Flowers Working Party for the May meeting.
- 033 Cllr Bucknall received several suggestions to include in the Littleton Link.
- 034 Cllr Bucknall reported that a slide on South Meadows Playground was vandalized. The parents of the child admitted that their son caused the damage. The Council was leaning toward reporting the incident to the police and insurance company with the goal of replacing the slide.
- 035 The meeting closed at 9:15pm.

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DATE AND VENUE OF NEXT SCHEDULED MEETING: 7:30pm on 20 May 2021 at the Scout Hut, South Littleton.

Signed *LB* Date *15/4/2021*

Minutes prepared by S Arble, Clerk to the Council, 17.04.21.

OPEN FORUM NOTES - none

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