

Minutes Cucklington Parish Meeting held on 18 October, 2013 at 7:30 p.m. in the Arthur Morison Hall

Present: 17 Parishioners, County Councillor Anna Groskop, District Councillor Mike Beech, PCSO Thelma Mead, Gordon Czapiewski in the Chair.

Agenda

1. Opening and apologies
2. Previous meeting minutes
3. Neighbourhood Watch
4. Chairman's report
5. Road signs
6. Maintenance of common areas
7. Finance
8. Precept 2014-2015
9. Emergency Plan
10. Parish Plan
11. Any other business

1. The meeting commenced with apologies for absence from
 - Lachan and Diane Fraser, Campbell and Karen Dunford, John and Madeleine Blake, Jackie Crisp, Mark David.
2. The minutes of the meeting of 19th April 2013 were made available.
 - Correction: Cllr. Anna Groskop was listed in both attendees and absences: Cllr. Groskop was indeed present.
 - The minutes were not approved as everyone had not read them.
3. Neighbourhood Watch
 - Brian Trueman gave a report
 - 3 incidents-2 x RTA, 1 x Anti Social Behaviour incident, seizure of cannabis plants.
 - PCSO-Thelma
 - 2 x RTA-Thelma attended the first RTA. 2nd RTA allegedly caused by an animal in the road, possibly a badger.
 - 1 x Anti Social Behaviour incident-ongoing investigation
 - seizure of cannabis plants-based on 3 notes received in Wincanton.
 - Call 101 for any non-999 contact with police as calls are logged
 - Still use 999 for incidents requiring immediate emergency services attendance
 - A&S are looking at more cross county cooperation
 - Sheds and garages are currently at risk – Charlton Musgrove – chainsaws etc. being taken.
4. The Chairman's Report

- 2 planning applications had been submitted in the period, both retrospective: one was accepted, one was rejected. See Appendix A
 - Neighbour list-Planners rejected the request-lists put together as required by each application,
- Attended Planning meeting re. Shanks House. Dispute over a dressing room. GC stated “the village wants the work completed as soon as possible”.
- Attended area East Meetings-good example of democracy at work.
- Attended youth community session. Sue Mountstevens has some budgets for local projects aimed at young people.
- Transport meeting scheduled to address possible extension of CAT service to address needs of more people, esp. youngsters
- Highways
 - Long Hill drain now cleared
 - Morse Hill drain was originally going to run down Long Hill but just before work commenced the plan was altered to flow out along Babwell then down Crawford Smiths’ drive. Surprise was expressed as residents felt this drain would assist in alleviating flooding on the hill below the church. GC recommended this concern be raised with Highways directly.
 - The meeting was informed that the budget for work did not include maintenance. Cllr Groskop said that any blockage or fault should be reported and would be cleared. The County Council no longer run preventative cleaning but do respond to reported fault.
 - Signposts-see below
- Thanks to Gerry Down for removing the wreckage from the RTA outside Baskets Farm and clearing the road.

5. Road signs

- The Shanks sign was in storage by Highways for 18 months. When they agreed to restore it we were told that funding for local signage had been withdrawn. The point was raised with Cllr Groskop who referred it to Cllr Harvey Siggs. His response was:
 - “You are correct in that Somerset County Highways retain responsibility for maintaining local road signs, however the funding has been reduced and not withdrawn. Unfortunately we are unable to give priority to local finger arm type signing. Parishes are able to pay for maintenance of signs that is no longer a priority for the Council.”
- Parish Plan Action. Cucklington signs should be restored where they are missing presumed stolen or damaged and put up where it is sensible to direct those on the B3081 and looking for the village.
- B3081 signs have been repainted but the signs have not been replace. This is Dorset’s responsibility.
- Mark David has kindly repaired and restored the Shanks sign-cost of £10.50 for white metallic paint
- Do parishioners want:
 - Do nothing and let the signs degrade
 - Pay the council to maintain signs

- Volunteer to maintain the signs locally (i.e. clear foliage, rub down and repaint signs). Due HS&E precautions needs to be taken. Structural work will need to be reviewed by relevant qualified engineer. MD has volunteered to store material and advise on works to be done but not to do it all himself.

6. Maintenance of common areas

- Many thanks to those who pick up litter, many on a regular basis
- Special thanks to Hugh and Virginia Davis for clearing the public path to the front of their house leading to the Church and to David and Barbara Shephard for clearing the stone wall at the top of Morse Hill.
- A proposal was made to plant Trees on the old quarry on Rowls Lane. John Crocker said a similar proposal was made 20 years ago and was turned down by the council. Also, as this area was used as a dump for debris it may not be suitable for trees. Could also be limited due to badger sets being present.
- Green Hill-await advice from Tim Cook
 - Options
 1. Pay contractor
 2. User Community offenders scheme
 3. Parish Rangers
 4. Do it ourselves-this was voted against at the last meeting for H&S reasons
 5. Review previous decision n re sheep or goats.
 - John Crocker volunteered to trim base of hill when he has his flail on
- Highways plan to put mini bollards around the top of Babwell to protect the corner and below to protect the bank.
- Vivian Hutchings volunteered to cut the grass around Babwell.

7. Finance

- Accounts underwent an audit-eventually accepted.
- The finances were presented for 2013-2014 and a budget for 2014-2015. See Appendix B.
- Just to reaffirm, PCC Grass Cutting costs for 2012-2013 was set at £500, rising to £700 next financial year, 2013-2014, then dropping to £600 in the following year, 2014-2015. John Crocker proposed the precept be kept at 1250 and the grass cutting contribution should remain at £700.
- The accounts for the Footpath Fund stand at £282.91. John Crocker proposed that costs for road signs be taken from the footpath fund.

8. Precept 2014-2105

- Accounts suggest a precept of £1,000 to maintain a healthy balance. JC proposed that the precept be kept at £1,250 to allow for contingency.

9. Emergency Plan

- County supported snow clearance process "Snow Patrol" is to be adopted
- Invoked when Emergency services cannot get access to Cucklington
- Emergency Plan being reviewed by County Emergency Plan coordinator.

10. Parish Plan

- Already set up

- Social committee formed-successfully run skittles evening and more events planned
- Coffee mornings successful, including coffee, local produce stalls and table tennis. May lead to mini market mornings as requested in Parish Plan.
- Table tennis-thriving and a good earner for the Hall
- To be set up:
 - Yellow Pages-GC submitting contact numbers in Parish Magazine.
 - Broadband-Connecting Devon and Somerset initiative underway. Parishioners should contact the website to participate in the survey and to “have your say”
 - In order to ensure any new dwelling is in a style that is in keeping with the village character a ‘Village Design Statement’ should be commissioned which describes the nature and construction of any new dwelling. This needs a committee to put it together. There was a discussion around relevance and Cllr Beech made it clear that the document would be useful in any planning considerations now and in the future. Vivien Hutchings volunteered to run this committee.
 - CAT bus-rural transport options being reviewed by SSDC. A meeting is to be held soon.
 - A coordinator and a team of volunteers should be established as a focus for self-help in keeping up the village appearance and for dealing with environmental pollution. Information for this Parish Plan action are partly covered by the Emergency Plan: this includes not only people who can help in an emergency but also those who may need assistance.
- On hold
 - Amateur Dramatics - Insufficient interest.
- Volunteers are required to move all actions on.
- Submission-the plan needs to be submitted to Area East for adoption. GC to action.
- Our plan has a statement regarding wind turbines. A separate statement is now advised regarding solar farms. GC to action.

11. Any other business

- Village Hall signs-the village hall committee wants to put signs up to the hall. The meeting agreed and accepted this. Suggestion that signs could be hung from existing road signs. Chair needs to check with Highways for approval.
- Footpaths-John Crocker pointed out that a number of dog walkers are allowing their dogs to run freely in fields occupied by animals. Notices have been posted to advise against this. Walkers must keep dogs under strict control, i.e. on a lead or within 1 metre of the straight line between stiles.
- Gate vandalism-a padlock on a field gate adjacent to a footpath stile was superglued. This is unacceptable.

Action Points

No.	Date	Item	Responsible	Completed
AP001	19/10/12	Publish contact numbers for drains and fly tipping reporting in Parish noticeboard and Parish magazine	GC	Completed
AP002	19/10/12	Distribute details of shared oil purchase programme.	MS	Details provided. To be published
AP003	19/10/12	Make copies of footpath maps available	GC	Completed. On noticeboards
AP004	19/10/12	Update accounts to separate Footpath fund	GC	Completed
AP005	19/10/12	Form an Emergency Plan Committee	GC	Completed. First meeting held
AP006	19/10/12	Contact SSDC for advice and assistance in local maintenance	GC	In contact with Tim Cook
AP007	19/10/12	Speak to Eldryd Parsons regarding springs on roads near Stoke Trister.	GC	Completed.
AP008	19/04/13	Contact SSDC Planning with updates to Neighbour Lists.	GC	Requested. Declined by Planning. They make the decision on a case by case basis.
AP009	18/10/13	Submit Parish Plan to Area East (Tim Cook)	GC	
AP010	18/10/13	Put together a planning statement regarding solar farms for the parish.	GC	
AP011	18/10/13	Appoint an owner for the Parish design Statement	GC	Vivien Hutchings volunteered to do this.
AP012	18/10/13	Get approval for Village Hall signs from Highways.	GC	

Motions

Motion	Proposer	Seconder	For	Against
To approve minutes of meeting 19 April 2013	Not held	Not held	Not held	Not held
Signposts to be maintained by Parish (cleared, cleaned and painted) and approve spend of £10.50 for white paint for Shanks sign.	Brian Trueman	John Crocker	15	0
Precept to remain at £1250 for 2014-2015	John Crocker	Jane Lock	17	0
Contribution to churchyard grass cutting to remain at £700 for 2014-2105	John Crocker	Stephen Harrison	17	0
To approve accounts presented for 2013-2014	Not held	Not held	Not held	0Not held

The meeting closed at 8:40 pm

Appendix A

Planning Applications

View a planning application online

Parish: Cucklington Start Date: 01/04/2013 End Date: 16/10/2013

Planning Reference	Date Received	Address	Proposal	Decision
13/03056/C OU	24-JUL- 2013	Myrtle Cottage,School Hill,Cucklington,Wincanton, Somerset,BA9 9QH	Change of use of land to extended garden area along with associated landscaping and irrigation drainage works (retrospective) (GR 375262/127119)	Application Refused
13/02847/S7 3A	08-JUL- 2013	Myrtle Cottage,School Hill,Cucklington,Wincanton, Somerset,BA9 9QH	Section 73A application for variation of condition 2 of planning permission 12/03138/FUL . (Revised Application) (GR:375262/127119).	Application Permitted with Conditions
13/01083/F UL	12- MAR- 2013	Gillie Cottage,Cucklington,Wincan ton,Somerset,BA9 9PT,	Erection of detached garage and garden store and repositioning of vehicular access with (GR: 375085/127712)	Application Permitted with Conditions
13/00243/F UL	21- JAN- 2013	Ivy Cottage,School Hill,Cucklington,Wincanton, Somerset,BA9 9QW	Removal of existing single storey extension and glazed link and erection of a new replacement single storey extension and glazed link (GR: 375588/127298)	Application Permitted with Conditions

Appendix B

Accounts 2013-2014

CUCKLINGTON PARISH MEETING BUDGET ACCOUNTS 2013-2014							
			Actual				Actual
Balance 2012-2013		£543.99	£ 559.58				
Paths Partnership		£282.91	£ 282.91				
Parish Balance 2012-2013		£261.08	£ 276.67				
Receipts				Payments			
Precept	SSDC	£1,255.00	£ 1,255.00	Parish Administration	G Czapiewski	£60.00	£ 16.00
				Defibrillator sessions	Village Hall	£32.00	£ -
				Web site	Link 2	£35.00	£ 35.00
				Insurance	Zurich Municipal	£90.10	£ 106.00
				Audit	Moore Stephens	£60.00	£ -
				Churchyard Grass Cutting	Cucklington PCC	£700.00	£ 700.00
				Signposts	Mark David	£0.00	£ 10.50
Total Receipts 2013-2014		£1,255.00	£1,255.00	Total Spend 2013-2014		£977.10	£ 867.50
Est. Income 2013-2014		£1,798.99	£ 1,814.58				
Est. Spend 2013-2014 ytd		£977.10	£ 867.50				
Balance 2013-2014 ytd		£821.89	£947.08				
Paths Partnership		£282.91	£282.91				
Parish Balance 2013-2014		£538.98	£664.17				

Budget Accounts 2014-2015

CUCKLINGTON PARISH MEETING BUDGET ACCOUNTS 2014-2015							
			Actual				Actual
Balance 2013-2014		£538.98	£ -				
Paths Partnership		£282.91	£ -				
Parish Balance 2013-2014		£256.07	£ -				
Receipts				Payments			
Precept	SSDC	£1,000.00	£ -	Parish Administration	G Czapiewski	£50.00	£ -
				Defibrillator sessions	Village Hall	£0.00	£ -
				Web site	Link 2	£35.00	£ -
				Insurance	Zurich Municipal	£110.00	£ -
				Churchyard Grass Cutting	Cucklington PCC	£600.00	£ -
				Signposts	Mark David	£50.00	£ -
				Village Upkeep		£150.00	
Total Receipts 2014-2015		£1,000.00	£0.00	Total Spend 2014-2015		£995.00	£ -
Est. Income 2014-2015		£1,538.98	£ -				
Est. Spend 2014-2015		£995.00	£ -				
Balance 2014-2015		£543.98	£0.00				
Paths Partnership		£282.91	£0.00				
Parish Balance 2014-2015		£261.07	£0.00				

Churchyard Grass Cutting

Year	Cost	Parish	Precept
2014		£ 600	
2013		£ 700	£ 1,255
2012	£ 1,040	£ 500	£ 900
2011	£ 1,268	£ 300	£ 630
2010	£ 1,016	£ 300	£ 630

Appendix C

Contact Details

Initiative	Organiser	Telephone	URL
Connecting Devon and Somerset			http://www.connectingdevonandsomerset.co.uk/
Community Transport	Tim Cook (SSDC)		
Local Choices			
Snow Patrol	Highways		
Pot Hole Scheme	Neil Guild	01823 358224	Nguild@somerset.gov.uk
SID	SID Coordinator, Traffic Management Group	0845 345 9155	trafficmanagement@somerset.gov.uk
Fly tipping	SSDC	01935 462462	http://www.southsomerset.gov.uk/online
Pot holes	Highways	0845 345 9155	
Highways	Highways	0845 345 9155	

Appendix D

Parish Plan – Action Points

Cucklington – Actions List – updated by GC 18 October 2013.

The Chair of the Parish Meeting has guardianship of the Cucklington actions list.

The Cucklington actions list contains 29 activities or endeavours which the village would like to see undertaken, addressed or resolved. Of those 13 are highlighted as being actions which involve the Council or other outside parties

No	Issue	Action	Next Step	
1	<i>Feel Part of Cucklington</i> - a small consensus said they felt isolated from village events and the community	Action. The idea of a 'Cucklington Yellow Pages' has received strong support and this will be produced and each household given a copy; in that yellow pages villagers will be told where to find what is going on in and around the village	Volunteer sought at Parish Meeting	Entries already in Parish Magazine
2		Action. A 'yellow pages' editor is required.		GC is publishing contact details in parish magazine
3		Action. The respective editors of the village publications and the website are asked to promote events and community activities.	Editors invited to action	
4	<i>Village Services</i> - the majority of the village want a community fuel scheme	Action. Details of the community fuel schemes should be published on the village website with periodic reminders being put in the Parish Magazine.	Editors invited to action	Details published in parish magazine
5		Action. The details of community fuel schemes should be included in a Cucklington Yellow Pages'		Details published in parish magazine
6	<i>Flooding, Pollution and Fly-tipping</i> – a significant number of the village wanted action taken	Action. Pollution and fly tipping is a significant issue which needs to be addressed and taken up with the appropriate Council authorities.	Chair of the Parish Meeting invited to action with the	Residents encouraged to report incidents

	to address the flooding and pollution nuisance		Council	directly. Certain actions may be taken by Parish. Contact details published in parish magazine.
7		Action. The village should act on a basis of self-help in the form of village clear-up days with Council help as appropriate [bags, collection]	Volunteer village coordinator sought at Parish Meeting	Rubbish sacks and pickup tools provided by SSDC.
8	<i>Broadband</i> – Cucklington has a broadband service which is sub-optimal for download and upload speeds	Action. Cucklington should work with other 01963 and 01747 subscribers to lobby the internet service providers and local MPs to lobby for a better service	Chair of the Parish Meeting invited to action	Connecting Devon and Somerset details published in parish magazine.
9	<i>Housing Development- the village were strongly of the view that there could be no more</i>	Action. All should abide by the wishes of the village that no more than two new single dwellings [including social or affordable housing] in keeping with the village character may be built in the future.	Adopted by the Chair of the Parish Meeting	Add to Design statement
10	<i>than two new</i> single dwellings [including social or affordable housing] in keeping with the village character.	Action. In order to insure any new dwelling is in a style that is in keeping with the village character a 'Village Design Statement' should be commissioned which describes the nature and construction of any new dwelling.	Chair of the Parish Meeting invited to commission	Vivien Hutchings volunteered to manage the Design statement.
11	<i>Village Development-</i> the village were keen on a running a small village market	Action. A group of volunteers are sought to set up and manage a 'small village market' on whatever commercial basis that works	Volunteer[s] sought at Parish Meeting	Village Hall coffee mornings include stalls.
12	<i>Village Development</i> – by some margin the village did not want to see any wind turbine developments to blight the village.	Action. All residents should abide by the wishes of the village on wind turbines.	Adopted by the Chair of the Parish Meeting	Yes. Separate statement now required for solar farms.
13	<i>Village Surroundings and Infrastructure</i> – the village had	Action. Cucklington signs should be restored where they are missing presumed stolen or damaged and put up where it is sensible to direct	The Chair of the Parish meeting	County are not maintaining signs.

	no appetite for any form of urbanisation [street lights, signs, road markings] other than additional signs to the village.	those on the B3081 and looking for the village.	invited to address with the Council	Parish will manage running repairs and upkeep.
14	<i>Volunteering</i> - A number of the village have said they would volunteer for a range of duties	Action. A village register of volunteers should be drawn up and made public	Volunteers should be called for at a Parish Meeting and a Coordinator found for the register	Covered in part by emergency plan.
15	<i>Police</i> - the village thought that the Community Police had little visibility	Action. The Community Police should have a standing invitation to the Parish Meeting and other village events	Chair of the Parish Meeting asked to extend an open invitation	Already in place.
16	<i>Buses</i> - the village lacked awareness of the community access transport.	Action. Details of the CAT bus should be published on the village website, referenced in the 'Cucklington Yellow Pages' and displayed on the village hall noticeboard with periodic reminders being put in the Parish Magazine.	Editors invited to action	Initiative been followed up by SSDC-Parish Meeting Chair involved.
17	<i>Litter</i> - a significant number within the village thought that self-help was needed to tackle the problem of litter.	Action. Litter management should be a village/community self-help responsibility drawing on volunteers for 'clean up days'.	Volunteers should be called for at a Parish Meeting and a Coordinator found	Good idea. Parishioners do a good job at the moment. SSDC fly tipping reporting works fairly
18	<i>Parked Cars</i> - the village regarded off and on road parked cars both a hazard and a danger.	Action. The matter of village parking should be taken up with the Council and a resolution sought.	Chair of the Parish Meeting invited to engage with the Council in order to seek a resolution to seek a resolution to	To be dealt with by using 101 when access problems occur.

			the issue of car parking	
19	<i>Damage to Verges</i> – the village thought that the damage to verges had become a matter that needed to be addressed as it made the roads hazardous and compounded the problem of flooding.	Action. Oversight and general maintenance of verges should become part of a coordinated action involving village/community self-help, grants and the Council.	Chair of the Parish Meeting is invited to lead on this	Maintenance of Green Hill to be managed by JC using flail and by either community service or parish rangers. Protection of Babwell in progress. Dry stone wall at Morse Hill maintained by parishioners.
20	<i>Winter Driving</i> – the village thought the village roads were unsafe and dangerous in adverse winter conditions with movement restricted.	Action. The Chair of the Parish Meeting, the Emergency Committee and the Council should work out a contingency plan to deal with the impact of adverse winter weather on vehicle movement around the village.	Chair of the Parish Meeting invited to take the lead	In hand. Coordinating with County plan including snow clearance.
21	<i>Health and Wellbeing</i> – people with disability or a long term health condition have reported they do not have all the support they need.	Action. A register of volunteers should be drawn up so that people in the village can always call on someone when they need help	Volunteers should be called for at a Parish Meeting and a Coordinator found	Covered in part by Emergency plan.
22	<i>The Village Hall</i> – the village feel strongly that they would like to see the village hall being used for more activities and being more of a social focus for the	Action. A village social and recreational committee should be formed	Volunteers should be called for at a Parish Meeting and a Coordinator found	Social committee in place. Arranged skittles evening. Further events planned.

	village			
23	<i>Crime and Safety</i> – a big majority of the village report that Cucklington is a safe place to live	Action. The neighbourhood watch coordinator should arrange for the Community Police to attend an evening event as an initiative to make the village 'crime aware'	Neighbourhood watch coordinator	Information is being disseminated. PCSO present at Parish meetings. Use of 101 encouraged.
24	<i>Crime and Safety</i> – some people reported that they had been the victim of crime in the last three years			
25	<i>Crime and Safety</i> – the village were in favour of maintaining a neighbourhood watch scheme			
26	<i>Environment and Village Appearance</i> – the village would like to see a focus for volunteers as self-help with responsibility for maintaining the village appearance and responding to litter and other pollution	Action. A coordinator and a team of volunteers should be established as a focus for self-help in keeping up the village appearance and for dealing with environmental pollution	Volunteers should be called for at a Parish Meeting and a Coordinator found	Good response with people collecting litter and keeping specific areas tidy.
27	<i>Children and Young People</i> - When asked what they would like to see the younger members of the village voted for a playground	Action. The Chair of the Parish Meeting in conjunction with the Chair of the Village Hall Committee needs to consider how the interests of the younger members of the village could be met	Chairs of the stated bodies to consider off-line	Volunteers required to form take activities forward. Table tennis already in place. Amateur dramatics group exists-requires people to take part.
28	<i>What is it about Cucklington</i> - Cucklington needs volunteers, a	Action. The Emergency Committee, the Parish Meeting and the Village Hall Committee should assume leadership responsibility for those actions	Chairs of the bodies to agree	A number of items above fall outside

	coordination of effort and a willing community spirit to retain the integrity of all that we enjoy as a village.	which the village has voted for.		the scope of these 3 committees.
29		Action. The Parish Meeting needs to consider its role as the potential guardian of the village plan and to determine whether it should be elevated to a Parish Executive under the existing Chair with coopted members to assume the coordination responsibilities identified as being needed; the size of this executive should be kept as small as possible and not encroach into the realms of being a Parish Council.	Chair of the Parish Meeting invited to take the lead	Parish Meeting to put a proposal forward.