

# **NEROCHE PARISH COUNCIL**

**Minutes of the Ordinary Meeting of Neroche Parish Council held in the Village Hall on Thursday 12<sup>th</sup> July 2018 at 7.30pm.**

**Members Present:** Cllrs. Bell (in the chair), Aplin, Bray, Canape, C. Parsons, Spoons, and Torrington.

**Members absent:** Cllrs Baxter, Palmer, J Parsons, Pope and Street

**In Attendance:** Mrs Midworth (Clerk), Cllr J Thorne (SCC), Cllr J Williams (TDBC), one parishioner

## **2018/26 Apologies**

Apologies were received and accepted from Cllrs Baxter, Palmer, J Parsons, Pope and Street who were unable to attend.

It was **resolved** that the absences of these Councillors be recognised as approved absences for the purposes of s.185 Local Government Act 1972.

## **2018/27 Declarations of interest and dispensations**

There were no declarations of interest.

## **2018/28 Minutes**

The minutes of the Annual Meeting held on 10<sup>th</sup> May 2018, were approved as a correct record and signed by the Chairman.

## **2018/29 Reports from County and District Councillors**

In his report, Cllr Williams (TDBC) mentioned that the formation of the new Somerset West and Taunton Council would result in a 22% reduction in staff numbers. A consultation on the proposed new electoral arrangements is currently taking place.

Cllr Williams is endeavouring to arrange a meeting with Gigaclear, the Phase 2 Broadband providers, for the parishes within his ward and would like to use Neroche Hall as the venue.

He will keep the Council informed of the arrangements.

Cllr Thorne's report had been distributed to the members prior to the meeting but issues of interest to the Parish included the need countywide for more 'Stepping Stone' carers, who help young people leaving the care system.

Renewal of the Disability Blue Badge must now be made on line and it can take up to 28 days for the renewal to be processed.

## **2018/30 Questions from members under Standing Order 8**

There were no issues raised.

## **2018/31 Questions from members of the public under Standing Order 1 (d-h)**

There were no issues raised

## **2018/32 Matters arising from the last meeting**

### **a) Fingerpost Restoration Project (2018/09)**

The volunteers are keen to progress with the restoration of the fingerposts and the Council has been asked if the volunteers would be covered under the Council's insurance.

The Insurance brokers have confirmed that provided the volunteers are carrying out the work on behalf of the Council, they will be covered under the Public Liability and Employers' Liability sections of the policy.

The key consideration is that the Parish Council owe the volunteers a duty of care and in order to discharge this duty of care, written risk assessments should be carried out and kept on file. The Parish Council needs to ensure that the volunteers are competent to carry out the work and have the correct tools and protective clothing.

The lead Councillor, Mark Palmer will be asked to carry out the risk assessments.

### **b) Deterioration of Footpath T2/7 (2017/73)**

There is nothing further to report. The Clerk will remind the SCC Rights of Way team of the situation.

### **c) Street sign – Staple Fitzpaine Road (2018/24)**

Mr Torrington had nothing further to report although Cllr Williams (TDBC) confirmed that TDBC would erect a road name plate if requested.

## **2018/33 Broadband Update.**

Lynne Spours and Wally Torrington have met with members from Gigaclear and repeated their offer to meet with the surveyors so that the most appropriate routes are selected. There are still no final details and despite repeated requests, no mapping details have been forthcoming.

During a lengthy discussion, members expressed their frustration at the lack of information coming from Gigaclear and it is hoped that the meeting to be arranged by Cllr John Williams will prove positive.

## **2018/34 Village Gateway Scheme – Update**

John Thorne confirmed that in view of the backlog of schemes and budgetary constraints, there will be no further Small Improvement Scheme submissions for at least 3 years.

The only way forward would be for the Parish to self-finance the scheme, but an advance payment would be required to cover SCC Highways design costs. This could be as much as £5000.

Cllr Thorne is still awaiting further details which he will forward to the Council in due course, but the Council agreed that in view of the substantial costs, it would be unlikely that the Council would be able to commit to the scheme.

### **2018/35 GDPR – To consider how the Council will comply with the regulations**

The Clerk outlined the measures that had been taken to ensure that the Council will be compliant with GDPR.

An audit of the data held by the Council has been undertaken.

As a result of this, the Council will need to adopt a privacy statement which will be issued to individuals whose personal email addresses the Council holds.

The Council will adopt a document retention policy and ensure that information no longer needed will be destroyed in accordance with the policy.

The Council's laptop is password protected and only used for Council business. The password to the laptop and to the Council's email address will be handed to the Chairman for safekeeping and for succession purposes.

Parish Councils are exempt from the requirement to appoint a Data Protection Officer.

### **2018/36 Sale of the remaining Crown Estate in the Parish**

The Parish Council has been advised that The Crown Estate will be selling approx. 3400 acres of land within the Parish. The land will be available as a single lot or nine smaller lots. Some of the land will include ongoing tenancies and the rights of the affected tenants will be unaffected.

### **2018/37 To receive and agree the Bank Reconciliation Statement (May-June)**

The Council received and agreed the bank reconciliation for the months of May - June.

### **2018/38 Accounts for payment.**

**Resolved** that the following accounts be paid.

a. Salary and expenses of Clerk	£479.99
b. SALC – GDPR Training	£ 25.00
c. W.S Torrington – APM Expenses	£ 80.05

### **2018/39 Items of report and correspondence**

- **Code of Conduct Training – 18/07/2018**

SALC has arranged training on the Code of Conduct. All members of the Council adhere to the code and it was not considered that further training was necessary

- **Somerset West and Taunton Deane – Boundary Review**

Following agreement to establish a new District Council called Somerset West and Taunton Council, a consultation is being carried out on proposed new electoral arrangements.

The current district ward of Neroche will be amended slightly with Stoke St Mary leaving the ward and Churchstanton and Otterford joining.

The proposed name of the new ward is Hatch and Blackdown

The consultation runs until 27/08/2018 and may be accessed at:  
[consultation.lgbce.org.uk](http://consultation.lgbce.org.uk)

### **Change in Deane House opening hours**

There has been a change in the opening hours of Deane House.

The Council Offices are now open Mon- Fri 8.30am-5pm, with the exception of Wednesdays when the building opens at 9.30am.

- **Planning Issue – Greenway Farm**

The Council has been made aware of a breach of planning regulations at an outbuilding at Greenway Farm. This matter has been taken up by Stoke St Mary PC but as Greenway Farm is on the border of both Neroche and Stoke St Mary parishes, Neroche Parish Council has been asked to liaise with Stoke St Mary PC if any planning applications are received for this property.

### **2018/40 Items and date of next meeting.**

The next meeting will take place on Thursday 13<sup>th</sup> September 2018, at 7.30pm.

Items to discuss will include the purchase of additional equipment for the Parish Council such as a screen projector.

The meeting closed at 9.30pm