

## Shapwick Parish Council

Minutes of a virtual meeting on Zoom held on 17 November 2020 at 7.00pm

- 20/21/47 Present:** Laura Anderson, Martin Davies, Jerome Hayes, Nigel Phillips, Sally Richardson and Sue Sellick
- 20/21/48 In Attendance:** Sue Williams (Clerk)
- 20/21/49 Also Present:** County Councillor David Huxtable  
15 Villagers
- 20/21/50 Election of Chairman and Signature of Declaration of Acceptance of Office**  
Nominations for Chair were called. Martin Davis put himself forward for the position of Chair.  
Sally Richardson proposed Martin Davis. Seconded by Sue Sellick. There were no other nominations. Unanimously agreed that Martin Davis is elected as Chair. Martin to sign the declaration of acceptance of office in due course when current situation permits.  
  
Martin Davis said he would like to thank Brian Norris for the time and energy he committed to the Parish Council.
- 20/21/51 Apologies for Absence**  
There were no apologies for absence.
- 20/21/52 Planning Applications 43/20/00004 11 Mill Lane, Shapwick – Erection of Single Storey Extension to Rear (East) Elevation**  
Martin Davis asked Councillors to comment on this application.  
Nigel Phillips said he saw no reason to object to the application – acceptable proposal.  
Sally Richardson said it is in keeping with the existing property and makes good use of space.  
Laura Anderson said she was in agreement with previous comments made.  
Jerome Hayes said there have been no objections from neighbours.  
Sue Sellick said she agreed with comments already made.  
Martin Davis said he agreed with other councillor comments – it is in keeping and proportionate to the existing property.  
Sue Sellick proposed that the PC support the application for the reasons stated above. Seconded by Nigel Phillips. Unanimous. Clerk to inform SDC.
- 20/21/53 Minutes of the Meetings held on 15 September 2020**  
The minutes were agreed and duly signed.  
  
**Villagers' Open Period**
- 20/21/54 Sale of Shapwick School Properties including School Field**  
In the past month Shapwick School properties including the school field have gone up for sale – this has sparked a lot of interest amongst villagers.  
  
Jerome Hayes reminded councillors that until there are planning applications or proposals submitted, the PC are not able to discuss the matter as to do so may prejudice future discussions. Currently it is a private business with properties up for sale.

20/21/54 cont'd

Martin Davis said that at the moment there are no applications to discuss. The price attached to the school field appears to be speculative on behalf of the seller.

Sally Richardson said given the feeling within the village she felt it important to note, to reassure villagers, that the PC are aware of the proposed sale and are currently working on, and being alert to, the issues that may present following any sale.

Martin Davis said he wanted to reassure villagers that as and when the PC are asked to comment on or make decisions a meeting for the community will be called.

Sally Richardson said the PC can act appropriately at the right time but in the meantime the PC is being proactive.

### **Open Session**

The majority of the concerns raised by villagers relate to the sale of the school field.

Ken Wade drew attention to the Village Design Statement (VDS) – in particular page 9. Settlement guideline 4.2 states '*The three major areas of open space and their specific character must be retained*'.

Frank Barnard said he was taken aback the comments made by Jerome Hayes but felt reassured by what Sally Richardson had to say. He said he felt that Shapwick is under threat – the sale of the buildings themselves will add to the population of the village. He said the PC must be very alert and plan ahead.

Matt Barnett said he felt that under the current pandemic that it will be difficult for the community to pull together and thought there may be duplication of effort which could be best pooled together. He said he thought that there were two things to consider 1. What the community could do and 2. What the PC can do at the right time. The overall feeling is one of needing to be ready as a community.

7.25pm David Huxtable left the meeting.

Martin Davis welcomed villagers wanting to form a community group and said they could come forward at the appropriate time.

A villager said that a community group is being formed but it would be helpful to know where the PC stands.

Martin Davis said that the PC is unable to comment at present.

The villager said that developments can move quickly and they felt it was important for the PC to form an opinion.

Martin Davis said that PC are taking note of villagers' comments.

Frank Barnard wanted to know how the PC would find out information. Martin Davis said the PC are talking to/making enquiries of appropriate bodies and at the appropriate time a community meeting would be held.

Mike Beale asked for the comments made in his letter of 9 November to be included in the minutes. Mike and Anthea Beale feel that the following could be used objections to any development of the school field i) Area falls outside development boundary, ii) The ladder character of the village must be maintained, iii) Important open space as detailed in VDS, iv) Village lacks facilities and amenities, v) Limited employment prospects within the community, vi) Access to the site and vii) SDC Local Plan Tier 4 criteria.

Martin Davis thanked villagers for their input.

**Closed Session**

20/21/55

**County Councillor's Report**

County Cllr. David Huxtable had to leave the meeting before being able to make his report.

20/21/56

**Housing Needs in Shapwick**

Initial information has been received (on the day of this meeting) in the form a spreadsheet. The full report will come in due course – no time frame at present as the department involved has staffing issues.

The initial information showed the following:

On HomeFinder there are 12 registered with a connection to Shapwick; 5 currently living here (they were also sent the Housing Need Survey) -4 are looking for a 3 bed property, 3 for a 2 bed property and 5 for 1 bed property.

The HNS - 14 surveys were returned showing a need - everyone has lived 5 years or more in the Parish. 1 requires a 4 bed property, 5 require a 3 bed property, 6 require a 2 bed property and 2 require a 1 bed property.

Jerome Hayes asked how long does this last for. The Clerk replied that it is a snap shot in time so gives a guide of need.

Sally Richardson says it shows an increase in need from the 2018 HNS.

20/21/57

**Highways**

**a) Ditch and Drainage Work 2020** – Jerome Hayes suggested concentrating on the high need areas this year – E.g. A39 to Lime Kiln junction, Buscott Lane. Probably about 50% of the previous year's work will be required to keep the village's drains and ditches free flowing. Martin Davis said he agreed that the first part of Northbrook Road needs clearing. He said that as a result of recent years of ditch clearing the verges are getting higher – when lorries/tractors brush the banks mud is getting dragged onto the road and he wondered whether there is the possibility of taking away the mud pulled from the ditches. Jerome Hayes said it could be done but would come at a cost. Martin Davis said maybe there was an opportunity to ask farmers to take the spoil. It was agreed that Martin Davis and Jerome Hayes would meet together to agree the final areas for clearing before Jerome Hayes speaks to the contractor.

**b) Northbrook Road Culvert** – Having explored the possibility of the PC carrying out the work it has become apparent that the costs involved are prohibitive. After some research it transpires that SCC have enforcement powers under the Land Drainage Act. Currently Liam Gill of Highways is investigating whether there is any available SRA funding. With a new chair in post it was agreed that this would be a good opportunity to meet with Liam Gill to discuss village highway matters.

**c) Lime Kiln Junction** – Flooding issue has been reported. Highways have identified that the drain needs jetting. As there are only two jetting machines in the County the promise is that the work will be carried out within three months. The PC are concerned that should temperatures drop the junction will become lethal – this has been reported to Highways.

**d) Fingerpost Restoration** – Previously the PC has looked for volunteers to join a training session to carry out preparatory work before engaging a professional. As no one came forward it was proposed by Jerome Hayes and seconded by Sally Richardson that quotes are obtained to carry out all the work.

To Report to Highways: Northbrook Road/Buscott Lane – road surface in poor state of repair – in some places it is down beyond the sub layer.

**20/21/58 HGVs through Shapwick**

The Clerk said she is waiting for a response from SCC planning on whether it considers the plant is operating within the permissions granted. Portfolio holders have now been contacted.

**20/21/59 Parish Councillor Vacancy**

Following the resignation of Brian Norris the Returning Officer's notice of the vacancy has been posted. Should no election be requested the vacancy will be filled by co-option. The Clerk reported she has already received some interest in the position. Jerome Hayes reminded those present that if an election is called then the PC will incur costs.

**20/21/60 Community Christmas Tree**

Martin Davis asked those present whether the PC should purchase a community tree this year. Nigel Phillips said he thought that some light and cheer would be a good thing. Nigel Phillips proposed the PC purchase a Christmas Tree for erection in the churchyard. Seconded by Sue Sellick. Jerome Hayes to source a tree. Clerk to liaise with councillors and church as to suitable date for putting up the tree.

**20/21/61 Polden Neighbourhood Watch Group Co-ordinator**

A volunteer is still being sought. Another message to be posted on residents Facebook page.

**20/21/62 Finance**

**a) Auditor Closure and Auditor's Report** The Annual Return was submitted for a limited assurance review this year. The review has been completed – the auditors reported that no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The Clerk has posted the closure notice and report on the PC website. Jerome Hayes thanked the Clerk for her input.

**a) Cheques for Signature** PKF Littlejohn £240.00 (Chq 899, Audit), Cheque 900 cancelled and Mrs S E Williams £402.30 (Chq 901, salary and expenses) and Fine Memorials £594.00 (Chq 902, stone repair).

**20/21/63 Date of Next Meeting**

Date of next PC meeting will be 19 January 2021.

There being no further business the meeting closed at 8.20pm.

Signed.....

Date.....